

**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, May 14, 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, May 14, 2015 – 6:30 p.m. – Board Room (C307)**

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## **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 – 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 (Pages 1-15)
  - 6.2 Approval of Bills - \$1,188,436.12
    - 6.2.1 Education Fund - \$937,242.15
    - 6.2.2 Operations & Maintenance Fund - \$80,274.09
    - 6.2.3 Operations & Maintenance (Restricted Fund) - \$18,151.27
    - 6.2.4 Auxiliary Fund - \$100,565.67
    - 6.2.5 Restricted Fund - \$17,404.02
    - 6.2.6 Liability, Protection & Settlement fund - \$34,798.92
  - 6.3 Treasurer's Report (Pages 16-33)
    - 6.3.1 Financial Highlights (Pages 17-18)
    - 6.3.2 Balance Sheet (Pages 19-20)
    - 6.3.3 Summary of FY15 Budget by Fund (Page 21)
    - 6.3.4 Budget to Actual Comparison (Pages 22-28)
    - 6.3.5 Budget to Actual by Budget Officers (Page 29)
    - 6.3.6 Statement of Cash Flows (Page 30)
    - 6.3.7 Investment Status Report (Pages 31-32)
    - 6.3.8 Disbursements - \$5,000 or more (Page 33)

- 6.4 Personnel - Stipends for Pay Period Ending April 4, 2015 and April 18, 2015 (Pages 34-40)
7. President's Report
8. Committee Reports
9. Bid Results – Protection, Health, and Safety (PHS) Project – Exterior Door Replacement (Pages 41-43)
10. Proposal Results – Food Service Provider (Page 44)
11. Request for Qualifications – Architect Results (Page 45)
12. Request Permission to Prepare an RFP for a Health Insurance Consultant (Page 46)
13. Purchase Request – Student Computer Upgrades (Page 47)
14. Items for Information (Pages 48-60)
  - 14.1 Staff Appointment – Gina Czubachowski, Business Specialist, Small Business Development Center (Page 48)
  - 14.2 Staff Appointment – Aseret Gonzalez, Assistant Director of Admissions, Records, and Transfer Services (Page 49)
  - 14.3 Staff Resignation – Jenna Stinson, Theatre Technical Coordinator (Page 50)
  - 14.4 Staff Resignation – Monica Ponder, CNA Instructor (part-time) (Page 51)
  - 14.5 Staff Resignation – Beth Hickey, Assessment Center Assistant (part-time) (Page 52)
  - 14.6 The Certificate of Achievement for Excellence in Financial Reporting – GFOA (Pages 53-55)
  - 14.7 National Association for the Education of Young Children – Diane Christianson (Page 56)
  - 14.8 Sabbatical Leave Report – Diane Christianson (Pages 57-59)
  - 14.9 LaSalle/Peru/Utica Community Advisory Panel – Thank You (Page 60)
15. Trustee Comment
16. 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.
17. Closed Session Minutes – April 9, 2015 Board Meeting
18. Other
19. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE  
Board of Trustees**

**Audit/Finance Committee Meeting  
March 31, 2015**

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Tuesday, March 31, 2015 in the Board Room (C307) at Illinois Valley Community College.

**Committee Members**      Larry D. Huffman, Chair  
**Physically Present:**      Michael C. Driscoll  
                                         Everett J. Solon

**Other Board Members**      Melissa Olivero  
**Physically Present:**

**Others Physically Present:**      Jerry Corcoran, President  
                                         Cheryl Roelfsema, Vice President for Business Services and Finance  
                                         Deborah Anderson, Vice President for Academic Affairs  
                                         Mark Grzybowski, Associate Vice President for Student Services  
                                         Kathy Ross, Controller  
                                         Matt Suerth, Director of Institutional Research  
                                         Emily Vescogni, Director of Learning Technologies  
                                         Renee Prine, Counselor  
                                         Stephen Alvin, Instructor  
                                         Kim Koehler, Program Manager-Continuing Education Center

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

**REQUEST FOR PROPOSALS – EXTERNAL AUDITING SERVICES**

Request for proposals were sent out for auditing services and five firms responded. All five proposals indicated that the firms have the necessary credentials and experience to perform a financial audit for the College. Dr. Huffman, Cheryl Roelfsema, and Kathy Ross reviewed the proposals. There was a unanimous agreement to recommend to the full Board the firm of Wipfli, LLP. Wipfli's professional staff retention rate for the non-profit and government group was 94 percent in 2014, which is well ahead of the industry average. Wipfli has performed audits at several other community colleges that are similar to IVCC. Other services are available by Wipfli should IVCC request them. Wipfli proposed the lowest fees for the next three years – 2015-\$35,000; 2016-\$35,750; 2017-\$36,500. Dr. Huffman also noted that Wipfli included more hours for the first year than the second and third; thus spending the most time in the first year. The second and third choices were Clifton Larson Allen, LLP and Sikich, LLP, respectively. Cheryl received three or four references from other community colleges and also reached out to the Chief Financial Officers at those colleges. Dr. Driscoll asked what the concerns were with the other two firms, Baker & Tilly and Rehman. Baker & Tilly did not have as much experience with community

colleges and with the Comprehensive Annual Financial Report. Rehman was hoping to have all their staff licensed in Illinois to do the audit. There was consensus among the Committee to recommend Wipfli to the whole Board at the April board meeting.

### **BOARD UPDATE – MARCH 2015**

The preliminary equalized assessed valuation (EAV) number from the county clerks show a decline in EAV of \$33 million; however, the rate has increased from .36503 to .37081 due to statewide average (equalization) tax rate increasing. The total levy for tax year 2013 was \$11,024,993 and the estimated total levy for tax year 2014 is \$11,073,840. State funding is subject to the governor's 2.25 percent reduction for the FY2015 base operating grant and equalization grant and a reduction to special appropriations. For FY2015 these grants totaled \$2,672,772 and will be reduced to \$2,619,881, a reduction of \$52,891. The base operating grant and equalization grant are reduced by \$51,391, the special appropriations, \$300,000 for phase 3 and \$88,700 for veterans' grants were reduced by \$1,500. Tuition and fee revenue is down 7.4 percent, or \$666,848, from the budgeted amount for FY2015. Expenditures for the operating funds were budgeted at \$22,643,869 and as of March 31 are at \$16,995,061, or 75 percent, of budget which is on target for meeting budgeted expenditures. One-time payments have already been made. Faculty overload was paid and the annual health savings account deposits have been made. The College is not anticipating a large deficit in the operating funds for FY2015. Budget worksheets from the budget officers for the FY2016 budget are due back to the accounting office in late April. The Budget Council is made up of representation by two faculty members, vice presidents, associate vice presidents, the Director of Information Technology and the Director of Continuing Education. Their goal will be to arrive at a balanced operating budget for FY2016. Assumptions for FY2016 are EAV will remain level, or drop less than one percent (Exelon will drop a little more in value), state funding will remain at the FY2015 level, credit hours will be budgeted at FY2015 levels but with the \$8 tuition increase included. Average salary increases are at 2.5 percent, benefit increases at 3.5 percent which includes deposits to the health savings accounts at \$2,500 for single coverage and \$5,000 for employee plus one and family coverage. The health savings account deposits at this level of funding were included in the five-year forecast in January which covered fiscal years 2016-2020.

The College will need to hold expenses for the remainder of FY2015 to offset the decrease in funds from the state. The question was asked about any programs that have helped to increase enrollment. The health fields are the strongest and the wind program and truck driver training enrollments are positive. Dr. Huffman noted the Board felt it was a priority to work on the enrollment situation. If there is a program that requires start-up costs with the justification of increasing enrollment in the future, the Board was willing to support the money to be spent on these programs. Deborah Anderson indicated there is a list of programs that her department is looking at including a sustainable agriculture program. The College is also applying to the Higher Learning Commission for approval to offer 100 percent of its programs online. This will allow the College to turn around and apply to the state to allow out-of-state students to enroll in the College's online courses. The question was asked if the College should be targeting high schools to increase enrollment. The high school penetration is high; it is others who have exhausted their unemployment or lost their jobs that the College would like to focus on. The College let go of its agriculture program a few years ago. The College is now reaching out to the high schools that

have robust agriculture programs that lead to jobs. The College has a strong network for transferring on to the University of Illinois College of ACES and is promoting this heavily as well as scholarship opportunities for students to move on to a senior university. The administration believes there is potential to grow in this area. The College also has strong CTE connections at the high school levels and the automotive program continues to be strong. The College is very optimistic of the governor's budget in which the community colleges are a priority. Looking at the five-year forecast, Dr. Huffman was pleased to see the estimates on the salary increases and the contributions to health savings accounts will continue for all staff and the plan is to do this with a balanced budget. Dr. Corcoran is very appreciative of the Board for their commitment to the High Deductible Health Plan and to the Health Savings Account.

#### **INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF OTTAWA**

The City of Ottawa would like Illinois Valley Community College to enter into an agreement for the extension of the Ottawa U.S. Route 6 East TIF District. There was no intergovernmental agreement when the TIF District was established in 1995. The TIF district has been successful except for a few properties. In order to develop those properties, the City of Ottawa would like to extend the TIF District for an additional 12 years. The new intergovernmental agreement provides for the tax increment on the developed properties to be declared a surplus and the property tax funds distributed by the LaSalle County Clerk. The proposed agreement with the City of Ottawa would give the College three percent of the real estate tax increment generated by the undeveloped properties, or approximately 75 percent of any lost property tax revenues due to the extension. There was consensus among the Committee to support the intergovernmental agreement.

#### **ADJOURNMENT**

Dr. Huffman declared the meeting adjourned at 5:57 p.m.

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Larry D. Huffman  
Audit/Finance Committee Chair

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Planning Committee Meeting**  
**March 31, 2015**

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6 p.m. on Tuesday, March 31, 2015 in the Board Room-C307 at Illinois Valley Community College.

**Committee Members**            Michael C. Driscoll, Committee Chair  
**Physically Present:**            Jane E. Goetz

**Committee Members**            David O. Mallery  
**Absent:**

**Others Physically Present:**        Jerry Corcoran, President  
                                         Cheryl Roelfsema, Vice President for Business Services and Finance  
                                         Deborah Anderson, Vice President for Academic Affairs  
                                         Mark Grzybowski, Associate Vice President for Student Services  
                                         Matt Suerth, Director of Institutional Research  
                                         Emily Vescogni, Director of Learning Technologies  
                                         Renee Prine, Counselor  
                                         Stephen Alvin, Instructor

The meeting was called to order at 6:05 p.m. by Dr. Driscoll.

**BOARD POLICIES**

Animals/Pets on Campus

This is a new policy and was developed to be in compliance with the revisions made by the Department of Justice to the American with Disabilities Act (ADA) in recognizing the use of service animals as required under Titles II and III of the ADA.

Parking and Traffic Control

This policy has been existence but needed revisions due to the new ADA parking lot and low-emission parking spaces. It was requested that a map of the parking lots be attached to the policy.

Concealed Carry and Weapons

This is a new policy pursuant to the 2013 Illinois Firearm Concealed Carry Act. The policy follows the statute. The policy could change if the new 911 Dispatch Center is located on the campus.

Medical Cannabis

This is a new policy and does not allow for use or possession of medical cannabis while on College property or while participating in any College-sponsored programs or events, whether on or off campus.

#### Return to Work of SURS Annuitant

This policy provides for a full-time employee who retires from IVCC as a SURS annuitant to return to work as long as the annuitant does not receive more than 40 percent of the SURS annuitant's highest annual earnings prior to retirement. It is not unusual for a retiree to return as a part-time individual, but there could be implications if they earn more than 40 percent, in which the College becomes liable to pay the retiree's full pension.

#### Smoking/Tobacco Use

This policy has been in existence but needed to be revised to be in compliance with the Illinois Smoke-free Campus Act. Mark Grzybowski has led a campus-wide effort to involve faculty, students, and staff over the past six months to have a smoke-free campus by July 1, 2015.

### **STUDENT CODE OF CONDUCT**

It was recommended to make a change to the Student Code of Conduct. This is not a policy. It has been past practice not to bring changes in procedures to the Board if there were just cosmetic changes, but if a procedure has substantial changes, it appears in the "Items for Information" section of the Board Book. This will appear in the Board Book under "Items for Information."

### **INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS) (FALL 2014)**

Matt Suerth, Director of Institutional Research, gave a summary of the 2014 Integrated Postsecondary Education Data System (IPEDS) Feedback Report for 2014. This survey is mandated by the Department of Education and administered by the National Center for Education Statistics. IPEDS collects institutional-level data on student enrollment, graduation rates, student charges, program completions, faculty, staff, and finances. At the institutional level the data is used for benchmarking and peer analysis. The peer group consists of Highland Community College, John A. Logan, Kankakee, Kishwaukee, Lake Land, Lewis and Clark, McHenry County Olney Central, Richland, Sauk Valley, and Wabash Valley College. IVCC is one of the smaller colleges in the peer group and falls somewhere in the middle. This peer group reflects who you are and you want to be in the middle. This peer group is good for IVCC and reflects well on the College. In regard to enrollment, IVCC is clearly down but not alone as most of its peers have experienced similar declines for the past few years. IVCC's tuition and fees have been slowly increasing over the years as evidenced by its increase in rank; four years ago IVCC was ranked 12<sup>th</sup>, now IVCC ranks 5<sup>th</sup>. IVCC students garner a fair share of federal, Pell and state and local grants. However, the students lag behind when it comes to both the percent received and size of institutional grants. The College does a fine job of graduating students. However, when compared to its peers, transfer-out and full-time retention rates don't measure up as well. The size of IVCC's staff compares well with peer averages and faculty are paid reasonably well. The percent distribution of IVCC's Core Revenues lag behind its peers, particularly in tuition and fees and government grants and contracts. State and local appropriations rank somewhere in the middle. Core expenses per FTE reveal a mixed bag; in Instruction, Academic Support and Student Services, IVCC ranks low while in Institutional Support and Other Core expenses IVCC ranks relatively high. Dr. Driscoll would like Key Performance Indicators to help address the statistics that need improvement.

## **UPDATES**

### Strategic Plan

A Strategic Planning meeting was held with Dr. Driscoll present and three different areas were discussed – online learning, students over the age of 25, and developmental education. The formal aspect of the Strategic Plan that has been worked on is the revision of the Key Performance Indicators (KPI). The College is close to having a final draft of the revised KPIs. KPIs have been reviewed, revised, and finalized. The College is planning on having a drill-down dashboard model for its KPIs. This will be going to the Strategic Leadership Planning Council in the near future and then to the Board.

### Higher Learning Commission – AQIP Compliance

The Institutional Update is due Friday and Deborah Anderson is working on two areas. The College is manually collecting data of all six categories for the Systems Portfolio. This is due on June 1 and Deb Anderson assured the Board it will be submitted on time. A comprehensive quality visit will take place after the Portfolio is submitted in the academic year of 2016-2017. To be in compliance with Title 4 numerous data must be collected and the College will start working on that next year. Deb Anderson attended the Higher Learning Commission Annual Conference and received training as the Accreditation Liaison Officer (ALO). She is also a Peer Reviewer and received training on the new accreditation requirements that institutions are responsible for. She also attended a session on institutional governments to better understand the role of the Board.

## **BOARD MEMBERS' IVCC.EDU EMAIL**

The College received a notice that a recent law requires every public entity that maintains a traditional website to post on that website a mechanism for members of the public to electronically communicate with its elected officials by April 1, 2015. Years ago it was a priority for all board members to have an ivcc.edu email account for all college business. Some board members have numerous email addresses (work, home, etc.) and find it difficult to check their IVCC email addresses in a timely manner. A few options were presented – 1) have a link at the board website and all correspondence would be forwarded to Jeanne Hayden and she would in turn forward to the board member(s); 2) every board member would have an ivcc.edu account on the website and each would have the option of receiving correspondence from that address or have it forwarded to an email of their choice. The second option will be presented to the full Board at the April board meeting.

## **ADJOURNMENT**

Dr. Driscoll declared the meeting adjourned at 6:52 p.m.

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Michael C. Driscoll, Planning Committee Chair

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE  
Board of Trustees**

**Minutes of Regular Meeting  
April 9, 2015**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6 p.m. on Thursday, April 9, 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  
David O. Mallery  
Everett J. Solon  
Amy M. Rogowski, Student Trustee

**Members Absent:** Jane Goetz

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Deborah Anderson, 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 p.m.

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

None.

**RECOGNITION – AMY M. ROGOWSKI, STUDENT TRUSTEE**

Ms. Olivero read a resolution and presented it to Amy Rogowski on behalf of the Board of Trustees to express their sincere appreciation that she has given generously of her time, energy, and talents in her responsibilities to the college as a student trustee. Ms. Rogowski thanked the Board for the experience and the leadership opportunities that will enhance her education at ISU and in the future.

### **CAMPUS UPDATE – PROJECT SUCCESS**

Chris Herman, Director of Project Success, provided an update on the achievements of a federal TRIO program. Project Success provides services and programs designed to increase retention and graduation rates, increase the transfer rate of eligible students, and foster an institutional climate to support the success of low-income and first generation college students and individuals with disabilities. Project Success serves 160 students per year and is funded through a five-year \$1.4 million grant with the U.S. Department of Education.

### **CONSENT AGENDA**

It was moved by Dr. Driscoll and seconded by Mr. Solon 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 12, 2015 Board Meeting

Approval of Bills - \$868,487.97

Education Fund - \$679,184.28; Operations & Maintenance Fund - \$86,393.23; Auxiliary Fund - \$59,167.53; Restricted Fund - \$9,742.01; and Liability, Protection and Settlement Fund - \$34,000.92

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending March 7, 2015 and March 21, 2015

### **PRESIDENT'S REPORT**

Dr. Corcoran reported since last month's board meeting, there have been two very important programs on campus which have highlighted workforce development in the district and Blouke Carus, chairman emeritus from Carus Corporation, has played a role in both of them. On March 23, Developing Local Talent was the topic and all major employers in the district were invited to hear about what major resources are available to Illinois Valley employers. The day's activities included hearing from a number of speakers, two in particular - Lt. Governor Evelyn Sanguinetti and Dr. Laz Lopez, Governor Rauner's new chair of the ICCB. Eight days later, a workforce education strategic planning forum was held thanks to the work of the ICCB, and this time Mr. Carus played an important role in contributing to the discussion regarding what the Community College System and the College's workforce partners can do by working together to address educational and training needs for the next five years. The turnout and discussion for both programs was great. Dr. Corcoran is delighted that everyone realizes the importance of IVCC always being the hub around which such planning must evolve. The opening ceremony for the Lincoln Exhibit took place on March 24 and Amanda Cook Fesperman and Frances Whaley were commended for a job very well done. The exhibit is scheduled to be on campus until early May and for those who have not seen it yet, Dr. Corcoran encouraged everyone to do so and asked everyone to thank Amanda and Frances for their excellent work in bringing the exhibit to campus for the benefit of the entire community. The response has been terrific. On Friday, March 27, the annual career expo was held on campus for the benefit of approximately 1,000 students. Dr.

Corcoran thanked the Building Trades representatives, Starved Rock Associates for Vocational and Technical Education, and Danielle Stoddard and her team for their fine work. On Monday, April 6 Dr. Margie Francisco and Pam Mammano handled all of the planning for this year's Alpha Delta Nu Nursing Honor Society induction ceremony. Sixteen students were recognized for their outstanding academic work. The Nursing program graduates do very well thanks to the hard work and dedication of the faculty. The annual Student Academic Awards Banquet was held this past Tuesday where 127 students were recognized for academic excellence. Mark Grzybowski and his team, especially Linda Hawkins and Lisa Witalka, were commended for their fine work and Dr. Rebecca Donna delivered the keynote address. Dr. Corcoran reminded the Board about the April 24 recognition event at Grand Bear Lodge with the presentation of awards beginning at 5:30 p.m. Jane Goetz has indicated that she will be there and other Board members were to let Jeanne Hayden know about their status.

### **COMMITTEE REPORTS**

Dr. Driscoll reported the Planning Committee met on Tuesday, March 31. New and revised board policies were reviewed. The full Board will no longer continue the custom and practice of two readings. Board policies will be reviewed by the Committee with comments and then forwarded on with a recommendation to the full Board. The Planning Committee received a copy of a revised Student Code of Conduct procedure due to events that arose this past year. The IPEDS Report was discussed and significant items were identified. Headcount has dropped and this is something that the College and the Board are trying to turn around. The number of degrees and certificates awarded by IVCC has placed it in the top five. The net price of attending IVCC decreased in 2013 and is calculated by the cost of grants subtracted from the tuition. Matt Suerth presented fifteen points and Dr. Driscoll encouraged the Board to take a long look at the report because it tells where the College is going as an institution. Updates on the Strategic Plan and the Higher Learning Commission activities were presented. The ivcc.edu email was discussed. All board members will have an ivcc.edu email address on the Board website. They will have the option of receiving correspondence from that address or having it forwarded to an email of their choice.

Dr. Huffman reported the Audit/Finance Committee met on Tuesday, March 31. The committee discussed the request for proposals for auditing services and the agreement with the City of Ottawa on the extension of a TIF district which are both in this month's board book. The Committee received an update on the five-year financial forecast based on estimates that are known today.

### **FACULTY RETIREMENT – STEVE NETT, BIOLOGY INSTRUCTOR**

It was moved by Dr. Huffman and seconded by Mr. Solon to accept Steve Nett's request for retirement effective May 31, 2015 and wish him a long, happy, and healthy retirement. Motion passed by voice vote.

### **FACULTY RETIREMENT – DAVID BERGSIEKER, ART INSTRUCTOR**

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to accept David Bergsieker's request for retirement effective May 31, 2015 and wish him a long, happy, and healthy retirement. Motion passed by voice vote.

### **BID RESULTS – PROTECTION, HEALTH, AND SAFETY (PHS) PROJECT**

It was moved by Mr. Mallery and seconded by Dr. Huffman to accept the base bid from TSI Commercial Floor Covering – Champaign, IL in the amount of \$41,105 for PHS Project – Cultural Centre Carpet Replacement. Mr. Mallery asked if attic stock was included. Scott noted it was not provided in the proposal, but he will look into it. Motion passed by voice vote.

### **PURCHASE REQUEST – ADDITIONAL FIBER OPTIC CABLE INSTALLATION**

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to authorize the administration to contract with Seamless Cellular for the installation of larger fiber optic cables in the amount of \$16,872.53. Motion passed by voice vote.

### **PURCHASE REQUEST – WIRELESS (Wi-Fi) NETWORK EXPANSION**

It was moved by Mr. Solon and seconded by Ms. Bonucci to authorize the administration to contract with Seamless Cellular for the installation of additional cabling and the mounting of Wi-Fi access points in the amount of \$55,415.49. It was also approved to purchase Wi-Fi access points and associated hardware and software from the Burwood Group for \$104,424.02. Motion passed by voice vote.

### **FY2016 BOARD BUDGET**

It was moved by Dr. Huffman and seconded by Ms. Bonucci to approve the tentative FY2016 Board of Trustees Budget, as presented. Motion passed by voice vote.

### **REQUEST FOR PROPOSAL RESULTS – AUDIT SERVICES**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to accept the proposal of Wipfli, LLP for audit services. Motion passed by voice vote.

### **INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF OTTAWA**

It was moved by Mr. Solon and seconded by Ms. Bonucci to approve the intergovernmental agreement with the City of Ottawa, as presented. The original agreement did not provide for tax loss. With this agreement, IVCC will receive approximately 75 percent of any lost property tax revenues due to the extension. Motion passed by voice vote.

### **BOARD POLICIES**

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to approve Board Policies – Animals/Pets on Campus, Parking and Traffic Control, Concealed Carry and Weapons, Medical Cannabis, Return to Work of SURS Annuitant, and Smoking/Tobacco Use, as presented. Motion passed by voice vote.

### **TRUSTEE COMMENT**

Amy Rogowski reported the SGA recently approved the creation of a Chess Club and an Automotive Club. Amy attended the Midwest Regional Human Services Conference in Iowa and IVCC hosted a workshop. Many students learned from the workshop and plan to take it back to their schools and present it to their Human Services organization. For the Day of Service for the outreach committee with ICCB and ISAC, a Dr. Seuss reading night was held on campus. It was a huge success and a great job by the TEACH and Chem clubs and SGA members.

Melissa Olivero encouraged everyone to attend the IVCC Foundation '70s night or the "Scifest" event at IVCC with a demonstration by Dr. Matt Johll.

### **CLOSED SESSION**

It was moved by Dr. Driscoll and seconded by Dr. Huffman to convene a closed session at 6:45 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) pending/imminent litigation; 4) hearing testimony on a complaint lodged against an employee; and 5) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 6:55 p.m. On a motion by Dr. Driscoll and seconded by Ms. Bonucci, the regular meeting resumed at 9:28 p.m. Motion passed by voice vote.

### **PUTNAM COUNTY/MARQUIS ENERGY, LLC**

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to confirm dismissal of Putnam County, Illinois Circuit Court Case Number 11-MR-4 subject to satisfactory resolution on all outstanding issues.

Student Advisory Vote: "Aye" – Ms. Rogowski. Roll Call Vote: "Ayes" – Mr. Mallery, Dr. Driscoll, Mr. Solon, Ms. Bonucci, Dr. Huffman, and Ms. Olivero. "Naye" – None. Motion carried.

It was moved by Mr. Solon and seconded by Ms. Bonucci to confirm withdrawal of Illinois Property Tax Appeal Board appeals concerning Marquis Energy, LLC.

Student Advisory Vote: "Aye" – Ms. Rogowski. Roll Call Vote: "Ayes" – Mr. Mallery, Dr. Driscoll, Mr. Solon, Ms. Bonucci, Dr. Huffman, and Ms. Olivero. "Naye" – None. Motion carried.

It was moved by Dr. Driscoll and seconded by Mr. Solon to confirm withdrawal as intervenor in Illinois Property Tax Appeal Board appeals concerning Marquis Energy, LLC.

Student Advisory Vote: "Aye" – Ms. Rogowski. Roll Call Vote: "Ayes" – Mr. Mallery, Dr. Driscoll, Mr. Solon, Ms. Bonucci, Dr. Huffman, and Ms. Olivero. "Naye" – None. Motion carried.

Melissa Olivero read the following statement:

"In 2011 IVCC made the decision to attempt to correct a perceived ambiguity regarding a June 2006 enterprise zone agreement. This was the College's first attempt to engage in an Enterprise Zone. At the time, the College made it as clear as they thought it could that IVCC would only abate taxes for property developments in the Bureau/Putnam Area Enterprise Zone that began construction after July 1, 2007. Construction of the Marquis Energy ethanol plant was underway by then and would have been ineligible for the abatement according to the College's thinking.

After trying for more than six months to resolve the dispute amicably, the college was left with no choice but to go to court to correct the situation. There was a mistake and the college tried to get it corrected.

At a time when the college needs all of its revenue streams to support high-quality instruction and vital support services, it is now clear that this case could drag on for years and further drain our Education Fund. Thus, the Board of Trustees has decided to drop its case against Marquis Energy, LLC and Putnam County and focus on what we do best – teaching and learning.

We take pride in being a principled institution but at the same time, from a practical standpoint, we can no longer justify this continued expense.”

**CLOSED SESSION MINUTES**

It was moved by Dr. Huffman and seconded by Ms. Bonucci to approve and retain, as amended, the closed session minutes of the March 12, 2015 board meeting. Motion passed by voice vote.

**OTHER**

None.

**ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 9:32 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Special Meeting**  
**May 5, 2015**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a special session at 6 p.m. on Tuesday, May 5, 2015 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Melissa M. Olivero, Board Chair  
Michael C. Driscoll, Vice Chair  
Larry D. Huffman, Secretary  
Laurie A. Bonucci  
Jane E. Goetz  
David O. Mallery  
Everett J. Solon  
Austin M. Burnette, Student Trustee

**Members Absent:**

**Members Elect:** Melissa M. Olivero  
Everett J. Solon

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Deborah Anderson, Vice President for Academic Affairs  
Walt Zukowski, Attorney

Ms. Olivero called the meeting to order at 6 p.m.

**RESOLUTION DECLARING RESULTS OF BOARD OF TRUSTEES**  
**ELECTION HELD APRIL 7, 2015**

It was moved by Ms. Goetz and seconded by Dr. Huffman to approve the resolution declaring results of the April 7, 2015 election in which the candidates receiving the highest number of votes for the two six-year terms were Ms. Melissa Olivero and Mr. Everett Solon and were hereby elected as members of the Board of Trustees of Community College District No. 513. Motion passed by voice vote.

**ADJOURNMENT SINE DIE**

It was moved by Mr. Burnette, seconded by Dr. Driscoll, and carried unanimously that the meeting adjourn sine die at 6:03 p.m.

### **CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:03 p.m. by Ms. Olivero with members Mr. Burnette, Mr. Mallery, Mr. Solon, Ms. Bonucci, Dr. Driscoll, Ms. Goetz, and Dr. Huffman present.

### **REORGANIZATION OF THE BOARD**

It was moved by Ms. Bonucci, seconded by Mr. Solon, and carried unanimously that Dr. Corcoran be named Chair Pro-Tem for the purpose of reorganizing the Board.

It was moved by Dr. Driscoll, seconded by Dr. Huffman, and carried unanimously that Mrs. Jeanne Hayden be named Secretary Pro-Tem for the purpose of reorganizing the Board.

It was moved by Mr. Burnette and seconded by Ms. Goetz to nominate Ms. Melissa Olivero for Board Chair. It was moved by Mr. Solon and seconded by Ms. Goetz to close the nominations. The motion to name **Ms. Melissa Olivero** as Board Chair passed by voice vote.

It was moved by Ms. Bonucci and seconded by Mr. Solon to nominate Dr. Michael Driscoll for the Board Vice Chair. Without objection, nominations were closed. The motion to name **Dr. Michael Driscoll** as Board Vice Chair passed by voice vote.

It was moved by Ms. Goetz and seconded by Mr. Solon to nominate Dr. Larry Huffman for the Board Secretary. Without objection, nominations were closed. The motion to name **Dr. Larry Huffman** as Board Secretary passed by voice vote.

### **BOARD APPOINTMENTS**

It was moved by Dr. Driscoll, seconded by Ms. Goetz, and carried unanimously to appoint **Walter Zukowski & Associates as its Attorney.**

It was moved by Dr. Huffman, seconded by Dr. Driscoll, and carried unanimously to appoint **Ms. Cheryl Roelfsema as its Treasurer.**

It was moved by Mr. Solon, seconded by Ms. Goetz, and carried unanimously to appoint **Mrs. Jeanne Hayden as Secretary to the Board.**

### **REGULAR MEETING DATES AND TIMES**

It was moved by Dr. Huffman, seconded by Ms. Goetz, to set the **second Thursday of each month as its regular meeting day**, at 6 p.m. in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois. After some discussion, Dr. Huffman amended the motion to change the time to **6:30 p.m.** and Ms. Goetz seconded the motion. Motion passed by voice vote.

### **TRUSTEE APPOINTMENTS**

It was moved by Ms. Olivero, seconded by Mr. Solon, and carried unanimously to appoint **Mr. David Mallery as the Illinois Community College Trustees Association Representative.** It was moved by Ms. Goetz, seconded by Dr. Huffman, and carried unanimously to appoint **Ms. Laurie Bonucci as the Illinois Community College Trustees Association Alternate Representative.** Motion passed by voice vote.

Other appointments to Board committees:

Audit/Finance Committee

Dr. Larry Huffman, Chair  
Ms. Jane Goetz  
Mr. Everett Solon

Planning Committee

Dr. Michael Driscoll, Chair  
Ms. Laurie Bonucci  
Ms. Jane Goetz

Facilities Committee

Mr. David Mallery, Chair  
Ms. Laurie Bonucci  
Dr. Larry Huffman

Closed Session Minutes Committee

Mr. Everett Solon, Chair  
Dr. Mike Driscoll  
Mr. David Mallery

**ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 6:13 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

APRIL 2015

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

Kathy Ross  
Controller

## FINANCIAL HIGHLIGHTS – April 2015

### Revenues

- As of May 1, the headcount for Spring Semester 2015 was 3,871, which is 170 students less than at the same point in time last year. Credit hours for Spring 2015 decreased by 709, or 2.36 percent, for a total of 29,303, from this point in time one year ago. Below is a comparison of 10<sup>th</sup> day credit hours for FY2014 and FY2015:

<b>Semester</b>	<b>Fiscal Year 2014</b>	<b>Fiscal Year 2015</b>	<b>% Difference</b>
Summer	7,055	6,330	(10.3)
Fall	34,021	32,533	(4.4)
Spring	31,338	29,958	(4.4)
<b>Total</b>	<b>72,414</b>	<b>68,821</b>	<b>(5.0)</b>

Registration for summer semester began on April 9. As of May 1, the headcount for summer semester 2015 is 1,156 and credit hours are 5,672, a 3.59 percent decrease from one year ago. Registration for fall semester began on April 15. As of May 1, the headcount for fall semester is 1,249 and credit hours are 14,184. In 2014, summer and fall registrations began approximately one week earlier than in 2015. It is still too early to make any meaningful comparisons.

- 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 federal and state portions of Adult Education grants have been paid through March 2015.

### Expenditures

Some of the more significant variances in expenditures for the ten months ending April 30, 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 \$225,600 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 \$246,175.

- 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 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 – asking for approval of bid submitted by Vissering Construction.
- 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 - drywall is complete, starting to install ceiling grid, painting and floor coverings will follow; Building E – metal studs are complete, drywall is started.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 April 30, 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	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 933,020	1,294,674	173,811	\$ 1,774,186	\$ 269,037			\$ 4,444,728
Investments	4,396,595	12,570,681	655,114	232,071	-			17,854,461
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	2,616,961	476	-	37,419	85			2,654,941
Due from other funds	770,912	20,592	-	-	7,220			798,724
Due from student groups	-	-	-	-	-			-
Bookstore inventories	-	-	-	420,820	-			420,820
Other assets	38,014	-	-	3,167	-		1,456,292	1,497,473
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	-	-	-	-	-	-	53,708	53,708
<b>Other Debits</b>	<u>\$16,736,553</u>	<u>\$15,781,355</u>	<u>\$ 2,094,938</u>	<u>\$ 2,482,075</u>	<u>\$ 285,608</u>	<u>\$61,020,335</u>	<u>\$ 1,510,000</u>	<u>\$ 99,910,864</u>

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Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 April 30, 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	
<b>Liabilities</b>								
Accounts payable	\$ 88,218	\$ -	\$ 5,424	\$ 15,002	\$ 8,211			\$ 116,855
Accrued salaries & benefits	1,225,594	19,338	-	17,895	-			1,262,827
Post-retirement benefits & other	127,667	-	-	-	-			127,667
Unclaimed property	1,659	401	-	-	41			2,101
Due to other funds	52,536	531,126	-	118,500	96,562			798,724
Due to student groups/deposits		-	-	-	180,794			180,794
Deferred revenue								-
Property taxes	3,991,867	887,865	633,222	-	-			5,512,954
Tuition and fees	2,551,408	-	-	-	-			2,551,408
Grants	-	-	-	-	-			-
Bonds payable	-	-	-	-	-		1,510,000	1,510,000
Total liabilities	<u>8,038,949</u>	<u>1,438,730</u>	<u>638,646</u>	<u>151,397</u>	<u>285,608</u>	-	<u>1,510,000</u>	<u>12,063,330</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets						61,020,335		61,020,335
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for grant purposes		133,665						133,665
Reserved for building purposes		6,550,301						6,550,301
Reserved for debt service			1,456,292					1,456,292
Reserved for Liab., Prot., Settl.		2,901,786						2,901,786
Unreserved	<u>8,697,604</u>	<u>4,756,873</u>		<u>2,330,678</u>				<u>15,785,155</u>
Total equity and other credits	<u>8,697,604</u>	<u>14,342,625</u>	<u>1,456,292</u>	<u>2,330,678</u>	<u>-</u>	<u>61,020,335</u>	<u>-</u>	<u>87,847,534</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$16,736,553</u>	<u>\$15,781,355</u>	<u>\$ 2,094,938</u>	<u>\$ 2,482,075</u>	<u>\$ 285,608</u>	<u>\$61,020,335</u>	<u>\$ 1,510,000</u>	<u>\$ 99,910,864</u>

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

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Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2015 Revenues & Expenditures by Fund  
 For the ten months ended April 30, 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	\$ 17,443,969	\$ 2,249,757	\$ 1,483,907	\$ 1,263,647	\$ 13,376	\$ 2,057,169	\$ 8,910,052	\$ 248,505	\$ 36,194	\$ 33,706,576
Actual Expenditures	(16,254,891)	(2,289,841)	(585,455)	(1,248,044)	-	(2,468,699)	(9,078,664)	(678,463)	(28,700)	(32,632,757)
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	1,174,273	(40,084)	898,452	15,603	13,376	(473,004)	(198,417)	(429,958)	7,494	967,735
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 April 30, 2015	\$ 5,776,647	\$ 3,077,959	\$ 6,273,641	\$ 1,454,520	\$ 4,725,413	\$ 2,207,737	\$ 69,920	\$ 2,901,788	\$ 31,460	\$ 26,519,085

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

	<u>Annual Budget FY2015</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 6,762,916	\$ 6,762,867	100.0%	\$ 6,629,788	99.8%	\$ 6,646,368
Corporate Personal Property Replacement Tax	798,556	695,896	87.1%	673,246	84.3%	798,556
TIF Revenues	381,000	353,533	92.8%	360,002	94.5%	381,000
Total Local Government	<u>7,942,472</u>	<u>7,812,296</u>	98.4%	<u>7,663,036</u>	97.9%	<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	6,906,639	93.3%	6,703,679	99.1%	6,766,042
Fees	966,527	859,621	88.9%	911,191	93.8%	971,730
Total Tuition and Fees	<u>8,366,158</u>	<u>7,766,260</u>	92.8%	<u>7,614,870</u>	98.4%	<u>7,737,772</u>
Other Sources:						
Public Service Revenue	413,960	363,003	87.7%	288,170	68.3%	421,850
Nongovernmental Gifts	40,000	-	0.0%	354,848	33.9%	1,048,000
Other	88,472	97,492	110.2%	80,715	472.0%	17,100
Total Other Sources	<u>542,432</u>	<u>460,495</u>	84.9%	<u>723,733</u>	48.7%	<u>1,486,950</u>
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 18,999,295</u>	<u>17,443,969</u>	91.8%	<u>17,418,707</u>	90.7%	<u>19,198,879</u>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,893,252	7,475,662	84.1%	7,319,777	86.2%	8,492,966
Employee Benefits	1,567,960	1,509,178	96.3%	1,403,658	91.4%	1,535,040
Contractual Services	140,588	72,894	51.8%	71,278	56.5%	126,219
Materials & Supplies	441,166	272,438	61.8%	268,963	66.8%	402,788
Conference & Meeting Expenses	70,829	35,184	49.7%	30,417	56.8%	53,514
Fixed Charges	219,500	186,696	85.1%	203,227	92.5%	219,700
Utilities	600	-	0.0%	448	89.6%	500
Capital Outlay	3,245	-	0.0%	344,038	34.4%	1,000,000
Other	-	20	0.0%	-	0.0%	-
Total Instruction	<u>\$ 11,337,140</u>	<u>\$ 9,552,072</u>	84.3%	<u>\$ 9,641,806</u>	81.5%	<u>\$ 11,830,727</u>

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

<b>EDUCATION FUND EXPENDITURES (continued)</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
<b>Academic Support:</b>						
Salaries	\$ 672,958	\$ 539,545	80.2%	\$ 533,786	78.3%	\$ 681,604
Employee Benefits	134,630	132,602	98.5%	122,832	93.2%	131,760
Contractual Services	167,246	132,386	79.2%	169,776	102.8%	165,102
General Materials & Supplies	243,898	136,248	55.9%	335,317	110.2%	304,326
Conference & Meeting Expenses	11,885	4,550	38.3%	1,360	19.1%	7,115
Fixed Charges	-	300	0.0%	-	0.0%	-
Utilities	25,283	21,850	86.4%	24,469	48.3%	50,700
Capital Outlay	850	16,595	1952.4%	93,509	46.6%	200,763
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,256,750</u>	<u>984,076</u>	<u>78.3%</u>	<u>1,281,049</u>	<u>83.1%</u>	<u>1,541,370</u>
<b>Student Services:</b>						
Salaries	1,194,194	939,156	78.6%	967,386	82.1%	1,177,829
Employee Benefits	296,852	269,438	90.8%	260,403	89.8%	290,105
Contractual Services	6,250	5,309	84.9%	3,647	71.5%	5,100
Materials & Supplies	53,560	38,058	71.1%	34,807	65.8%	52,895
Conference & Meeting Expenses	20,675	14,670	71.0%	11,053	73.1%	15,125
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,571,531</u>	<u>1,266,631</u>	<u>80.6%</u>	<u>1,277,296</u>	<u>82.9%</u>	<u>1,541,054</u>
<b>Public Services/Continuing Education:</b>						
Salaries	445,953	395,987	88.8%	359,092	84.6%	424,443
Employee Benefits	51,932	60,677	116.8%	52,851	94.5%	55,924
Contractual Services	263,250	154,998	58.9%	140,119	50.6%	276,800
Materials & Supplies	85,025	62,274	73.2%	65,378	82.6%	79,175
Conference & Meeting Expenses	12,510	8,605	68.8%	12,420	124.6%	9,970
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	535	0.0%	498	0.0%	-
Total Public Services/Continuing Education	<u>858,670</u>	<u>683,076</u>	<u>79.6%</u>	<u>630,358</u>	<u>74.5%</u>	<u>846,312</u>
<b>Institutional Support:</b>						
Salaries	1,686,123	1,434,589	85.1%	1,446,085	86.4%	1,672,936
Employee Benefits	505,137	465,887	92.2%	441,905	93.8%	471,283
Contractual Services	535,329	641,789	119.9%	468,258	92.6%	505,516
Materials & Supplies	484,584	425,489	87.8%	637,386	114.2%	558,267
Conference & Meeting Expenses	66,900	21,020	31.4%	26,034	43.9%	59,305
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	11,228	8,739	77.8%	8,866	45.5%	19,500
Capital Outlay	751,280	386,434	51.4%	324,601	104.4%	310,829
Other	41,000	(925)	-2.3%	(7,465)	-19.6%	38,000
Provision for Contingency	77,203	-	0.0%	-	0.0%	-
Total Institutional Support	<u>4,158,784</u>	<u>3,383,022</u>	<u>81.3%</u>	<u>3,345,670</u>	<u>92.0%</u>	<u>3,635,636</u>
Scholarships, Grants and Waivers	588,700	386,014	65.6%	451,763	78.7%	574,200
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 19,771,575</u>	<u>\$ 16,254,891</u>	<u>82.2%</u>	<u>\$ 16,627,942</u>	<u>83.3%</u>	<u>\$ 19,969,299</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ 751,280</u>	<u>\$ (14,805)</u>	<u>0.0%</u>	<u>\$ 5,000</u>	<u>0.0%</u>	<u>\$ -</u>

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

	<u>Annual Budget FY2015</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,206,048	\$ 1,206,113	100.0%	\$ 1,214,644	99.4%	\$ 1,221,821
Corporate Personal Property Replacement Tax	140,921	122,805	87.1%	118,808	84.3%	140,921
TIF	127,000	117,844	92.8%	120,001	94.5%	127,000
Total Local Government	<u>1,473,969</u>	<u>1,446,762</u>	<u>98.2%</u>	<u>1,453,453</u>	<u>97.6%</u>	<u>1,489,742</u>
State Government:						
ICCB Credit Hour Grant	339,394	223,407	65.8%	226,978	66.9%	339,394
Total State Government	<u>339,394</u>	<u>223,407</u>	<u>65.8%</u>	<u>226,978</u>	<u>66.9%</u>	<u>339,394</u>
Student Tuition and Fees:						
Tuition	589,134	456,410	77.5%	535,590	97.2%	551,081
Total Tuition and Fees	<u>589,134</u>	<u>456,410</u>	<u>77.5%</u>	<u>535,590</u>	<u>97.2%</u>	<u>551,081</u>
Other Sources:						
Facilities Revenue	115,000	113,527	98.7%	98,990	79.8%	124,000
Investment Revenue	2,000	1,023	51.2%	1,577	78.9%	2,000
Non-Governmental Gifts & Grants	-	-	0.0%	90,000	0.0%	-
Other	-	8,628	0.0%	(46,870)	-	-
Total Other Sources	<u>117,000</u>	<u>123,178</u>	<u>105.3%</u>	<u>143,697</u>	<u>114.0%</u>	<u>126,000</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<u>\$ 2,519,497</u>	<u>\$ 2,249,757</u>	<u>89.3%</u>	<u>\$ 2,359,718</u>	<u>94.2%</u>	<u>\$ 2,506,217</u>

	<u>Annual Budget FY2015</u>	<u>Actual 04/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 04/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
Operations & Maintenance of Plant:						
Salaries	\$ 858,848	\$ 695,500	81.0%	\$ 734,620	87.5%	\$ 840,042
Employee Benefits	266,394	268,548	100.8%	204,464	92.1%	221,972
Contractual Services	178,550	228,920	128.2%	168,943	75.8%	222,820
General Materials & Supplies	218,470	138,160	63.2%	202,516	81.0%	250,000
Conference & Meeting Expenses	1,725	710	41.2%	1,246	31.2%	4,000
Fixed Charges	66,250	69,295	104.6%	63,229	120.4%	52,500
Utilities	726,900	527,605	72.6%	581,819	73.2%	794,980
Capital Outlay	626,038	371,015	59.3%	28,370	27.3%	104,000
Provision for Contingency	100,000	-	0.0%	-	0.0%	-
Other	(63,000)	(63,000)	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,980,175</u>	<u>2,236,753</u>	<u>75.1%</u>	<u>1,985,207</u>	<u>81.8%</u>	<u>2,427,314</u>
Institutional Support:						
Salaries	49,556	35,030	70.7%	37,363	76.2%	49,065
Employee Benefits	9,665	9,668	100.0%	8,101	37.3%	21,738
Contractual Services	1,500	2,491	166.1%	-	0.0%	2,400
Materials & Supplies	3,601	1,689	46.9%	2,059	121.1%	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	<u>69,322</u>	<u>53,088</u>	<u>76.6%</u>	<u>52,374</u>	<u>66.4%</u>	<u>78,903</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<u>\$ 3,049,497</u>	<u>\$ 2,289,841</u>	<u>75.1%</u>	<u>\$ 2,037,581</u>	<u>81.3%</u>	<u>\$ 2,506,217</u>

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

	<u>Annual Budget FY2015</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,498,515	\$ 1,487,237	99.2%	\$ 1,356,642	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	(3,330)	-41.6%	6,406	42.7%	15,000
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<u>\$ 3,506,515</u>	<u>1,483,907</u>	<u>42.3%</u>	<u>5,376,241</u>	<u>61.6%</u>	<u>8,727,330</u>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	10,281	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	3,500,000	585,455	16.7%	7,276,052	83.4%	8,727,330
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<u>\$ 3,500,000</u>	<u>585,455</u>	<u>16.7%</u>	<u>7,286,333</u>	<u>83.5%</u>	<u>8,727,330</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ 270,000</u>	<u>\$ 270,000</u>		<u>\$ -</u>		<u>\$ -</u>

	<u>Annual Budget FY2015</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 1,266,316	\$ 1,264,531	99.9%	\$ 1,256,409	99.8%	\$ 1,258,919
Investment Revenue	3,500	(884)	-25.3%	2,728	54.6%	5,000
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<u>1,269,816</u>	<u>1,263,647</u>	<u>99.5%</u>	<u>1,259,137</u>	<u>99.6%</u>	<u>1,263,919</u>
<b>BOND &amp; INTEREST FUND</b>						
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	32,544	63.3%	45,875	0.0%	78,419
Fees	500	500	100.0%	500	100.0%	500
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<u>\$ 1,266,925</u>	<u>\$ 1,248,044</u>	<u>98.5%</u>	<u>\$ 1,231,375</u>	<u>97.4%</u>	<u>\$ 1,263,919</u>

**Fiscal Year 2015 Budget to Actual Comparison**

	<u>Annual Budget FY2015</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/14</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2014</u>
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 25,000	\$ 13,376	53.5%	\$ 19,459	55.6%	\$ 35,000
<b>TOTAL WORKING CASH REVENUES</b>	<u>25,000</u>	<u>13,376</u>	<u>53.5%</u>	<u>19,459</u>	<u>55.6%</u>	<u>35,000</u>
Transfers In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ (120,000)

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

<b>AUXILIARY ENTERPRISES FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Service Fees	\$ 2,228,700	\$ 2,055,311	92.2%	\$ 2,204,510	89.2%	\$ 2,472,700
Other Revenue	-	50	0.0%	70	7.0%	1,000
Investment Revenue	4,500	1,808	40.2%	3,784	47.3%	8,000
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>2,233,200</b>	<b>2,057,169</b>	<b>92.1%</b>	<b>2,208,364</b>	<b>89.0%</b>	<b>2,481,700</b>

<b>AUXILIARY ENTERPRISES FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Salaries	\$ 336,026	263,465	78.4%	280,160	82.6%	339,281
Employee Benefits	92,335	80,613	87.3%	77,958	82.4%	94,629
Contractual Services	45,050	34,480	76.5%	25,634	56.6%	45,300
Materials & Supplies	1,975,230	1,958,201	99.1%	1,940,385	97.1%	1,998,478
Conference & Meeting	26,456	20,981	79.3%	24,778	106.1%	23,363
Fixed Charges	45,150	46,421	102.8%	32,261	76.1%	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%	3,873	3.5%	111,500
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>2,628,585</b>	<b>2,468,699</b>	<b>93.9%</b>	<b>2,385,049</b>	<b>89.7%</b>	<b>2,658,791</b>

<b>Transfer In (Out)</b>	<b>\$ (338,586)</b>	<b>\$ (61,474)</b>	<b>0.0%</b>	<b>\$ 61,414</b>	<b>0.0%</b>	<b>\$ -</b>
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<b>RESTRICTED PURPOSES FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Local Government Sources	\$ -	\$ 4,117	0.0%	\$ -	0.0%	\$ -
State Government Sources	390,814	1,384,062	354.1%	530,693	147.0%	360,972
Federal Government Sources	6,765,584	7,054,272	104.3%	5,511,463	81.7%	6,743,340
Service Fees	3,000	7,785	259.5%	2,265	75.5%	3,000
Nongovernmental gifts or grants	60,000	458,763	0.0%	12,750	0.0%	-
Other Revenue	-	5,170	0.0%	67	0.4%	15,700
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<b>\$ 7,219,398</b>	<b>8,910,052</b>	<b>123.4%</b>	<b>6,057,238</b>	<b>85.0%</b>	<b>7,123,012</b>

<b>RESTRICTED PURPOSES FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Instruction:						
Salaries	\$ 495,023	394,748	79.7%	360,323	74.1%	486,019
Employee Benefits	111,838	106,869	95.6%	84,916	73.5%	115,559
Contractual Services	75,830	62,715	82.7%	38,304	44.9%	85,284
Materials & Supplies	124,746	93,031	74.6%	44,054	30.6%	144,092
Conference & Meeting	63,266	21,777	34.4%	30,672	45.6%	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%	18,849	8.9%	212,723
Other (Tuition Waivers)	-	300	0.0%	-	0.0%	-
<b>Total Instruction</b>	<b>\$ 1,083,558</b>	<b>\$ 1,104,316</b>	<b>101.9%</b>	<b>\$ 578,884</b>	<b>51.9%</b>	<b>\$ 1,114,950</b>

**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

<b>RESTRICTED PURPOSES FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
<b>Academic Support</b>						
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%	-
<b>Total Academic Support</b>	<b>-</b>	<b>5,000</b>	<b>0.0%</b>	<b>2,150</b>	<b>0.0%</b>	<b>-</b>
<b>Student Services</b>						
Salaries	187,602	154,856	82.5%	154,569	82.5%	187,260
Employee Benefits	68,484	64,721	94.5%	55,877	85.8%	65,102
Contractual Services	2,320	7,073	304.9%	2,318	69.8%	3,320
Materials & Supplies	5,400	2,209	40.9%	1,502	28.9%	5,200
Conference & Meeting	6,112	2,104	34.4%	1,247	27.7%	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
<b>Total Student Services</b>	<b>289,918</b>	<b>265,863</b>	<b>91.7%</b>	<b>233,255</b>	<b>80.6%</b>	<b>289,557</b>
<b>Public Service</b>						
Salaries	152,530	133,405	87.5%	126,148	83.5%	151,098
Employee Benefits	34,845	37,402	107.3%	33,095	111.4%	29,701
Contractual Services	600	3,282	547.0%	2,900	580.0%	500
Materials & Supplies	2,275	3,432	150.9%	9,498	150.0%	6,330
Conference & Meeting	4,750	11,543	243.0%	10,462	131.9%	7,931
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	198	0.0%	130	13.0%	1,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	360	0.0%	-
<b>Total Public Service</b>	<b>195,000</b>	<b>189,262</b>	<b>97.1%</b>	<b>182,593</b>	<b>92.9%</b>	<b>196,560</b>
<b>Operations and Maintenance of Plant</b>						
Contractual Services	-	-	0.0%	-	0.0%	-
Capital Outlay	73,600	-	0.0%	-	0.0%	-
<b>Total Auxiliary Services</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Institutional Support</b>						
Salaries (Federal Work Study)	\$ 91,689	\$ 91,688	100.0%	\$ 89,661	98.3%	\$ 91,245
<b>Total Institutional Support</b>	<b>91,689</b>	<b>91,688</b>	<b>100.0%</b>	<b>89,661</b>	<b>98.3%</b>	<b>91,245</b>
<b>Student grants and waivers (PELL &amp; SEOG)</b>	<b>5,495,633</b>	<b>7,422,535</b>	<b>135.1%</b>	<b>5,017,481</b>	<b>91.5%</b>	<b>5,485,000</b>
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<b>7,155,798</b>	<b>\$ 9,078,664</b>	<b>126.9%</b>	<b>\$ 6,104,024</b>	<b>85.0%</b>	<b>\$ 7,177,312</b>
<b>Transfer In (Out)</b>	<b>\$ (15,000)</b>	<b>\$ (29,805)</b>	<b>0.0%</b>	<b>\$ 10,000</b>	<b>0.0%</b>	<b>\$ -</b>

**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the ten months ended April 30, 2015**

<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Local Government Sources	\$ 260,808	\$ 249,824	95.8%	\$ 248,629	99.3%	\$ 250,473
Investment Revenue	25,000	(1,319)	-5.3%	10,909	36.4%	30,000
Other	-	-	0.0%	-	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>285,808</b>	<b>248,505</b>	<b>86.9%</b>	<b>259,538</b>	<b>92.5%</b>	<b>280,473</b>

**Fiscal Year 2015 Budget to Actual Comparison**

<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
<b>Operations &amp; Maintenance of Plant</b>						
Contractual Services	\$ 351,500	\$ 301,483	85.8%	\$ 253,075	72.0%	\$ 351,500
Material & Supplies	250	458	183.2%	152	152.0%	100
Conference & Meeting	500	282	56.4%	490	98.0%	500
Utilities	500	431	0.0%	404	0.0%	-
Total for Operations & Maintenance of Plant	\$ 352,750	\$ 302,654	85.8%	\$ 254,121	72.2%	\$ 352,100
<b>Institutional Support</b>						
Salaries	\$ 73,689	\$ 63,523	86.2%	\$ 68,399	96.4%	\$ 70,929
Employee Benefits	217,616	9,450	12.8%	11,239	4.7%	240,849
Contractual Services	29,000	11,752	40.5%	12,188	84.1%	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	289,995	80.2%	341,771	91.6%	373,250
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	682,805	375,809	55.0%	434,556	61.9%	702,278
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 1,035,555</b>	<b>\$ 678,463</b>	<b>65.5%</b>	<b>\$ 688,677</b>	<b>65.3%</b>	<b>\$ 1,054,378</b>

**Fiscal Year 2015 Budget to Actual Comparison**

<b>AUDIT FUND</b>	<b>Annual Budget FY2015</b>	<b>Actual 4/30/15</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/14</b>	<b>Act/Budget 83.3%</b>	<b>Annual Budget FY2014</b>
Local Government Sources	\$ 35,277	\$ 36,167	102.5%	\$ 34,974	100.2%	\$ 34,900
Investment Revenue	-	27	0.0%	5	0.0%	-
<b>TOTAL AUDIT FUND REVENUES</b>	<b>35,277</b>	<b>36,194</b>	<b>102.6%</b>	<b>34,979</b>	<b>100.2%</b>	<b>34,900</b>
<b>AUDIT FUND</b>						
Contractual Services	35,700	28,700	80.4%	32,900	94.3%	34,900
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>\$ 35,700</b>	<b>\$ 28,700</b>	<b>80.4%</b>	<b>\$ 32,900</b>	<b>94.3%</b>	<b>\$ 34,900</b>

**Illinois Valley Community College District No. 513**  
**Fiscal Year 2015 Budget to Actual Comparison**  
**All Funds**  
**For the ten months ended April 30, 2015**

<u>Department</u>	<u>Annual Budget FY2015</u>	<u>Actual 4/30/2015</u>	<u>Act/Budget 83.3%</u>	<u>Explanation</u>
President	\$ 320,600	\$ 277,637	86.6%	
Board of Trustees	16,000	13,575	84.8%	
Community Relations	399,207	312,909	78.4%	
Continuing Education	1,001,064	891,989	89.1%	
Facilities	6,380,175	3,036,859	47.6%	
Information Technologies	2,484,810	1,810,879	72.9%	
Academic Affairs	327,945	211,350	64.4%	
Academic Affairs (AVPCE)	1,130,619	839,574	74.3%	
Adult Education	486,555	414,420	85.2%	
Learning Technologies	676,994	565,191	83.5%	
Career & Tech Education Division	1,807,419	1,352,888	74.9%	
Natural Science & Business Division	2,258,167	1,998,511	88.5%	
Humanities & Fine Arts/Social Science Division	2,184,124	1,925,083	88.1%	
Health Professions Division	2,156,899	1,838,736	85.2%	
English, Mathematics, Education Division	2,527,729	2,195,811	86.9%	
Admissions & Records	382,679	321,580	84.0%	
Student Development	627,789	537,465	85.6%	
Student Services	154,530	75,817	49.1%	
Financial Aid	5,944,270	7,807,043	131.3%	MAP is now included in this total
Athletics	240,349	218,070	90.7%	
TRiO (Student Success Grant)	289,918	265,362	91.5%	
Campus Security	350,650	301,583	86.0%	
Business Services/General Institution	2,283,856	2,193,071	96.0%	Annual bond payment
Risk Management	684,905	376,883	55.0%	
Tuition Waivers	588,700	386,015	65.6%	
Purchasing	98,229	99,470	101.3%	
Human Resources	130,065	100,129	77.0%	
Bookstore	2,199,721	2,130,608	96.9%	Books and supplies for fall and spring semester
Shipping & Receiving	69,322	53,089	76.6%	
Copy Center	136,742	81,160	59.4%	
Total FY14 Expenditures	<u>\$ 38,340,032</u>	<u>\$ 32,632,757</u>	85.1%	

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended April 30, 2015**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 474,105.69	\$ 312,590.65	\$ 374,277.73	\$ 173,810.82	\$ 1,748,979.50	\$ 33,806.98	\$ 431,004.77	\$ 5,315.53	\$ 45,136.35	\$ 3,599,028.02
Total Receipts	450,252.78	14,735.54	-	-	16,291.25	4,190.90	-	-	3,504.59	488,975.06
Total Cash	924,358.47	327,326.19	374,277.73	173,810.82	1,765,270.75	37,997.88	431,004.77	5,315.53	48,640.94	4,088,003.08
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,700,000.00	260,000.00	-	-	-	40,000.00	-	-	-	2,000,000.00
Expenditures	(1,712,469.48)	(165,439.34)	(18,151.27)	-	(132,384.74)	(120,472.69)	-	-	(41,505.53)	(2,190,423.05)
ACCOUNT BALANCE	911,888.99	421,886.85	356,126.46	173,810.82	1,632,886.01	(42,474.81)	431,004.77	5,315.53	7,135.41	3,897,580.03
Deposits in Transit	29,377.63									29,377.63
Outstanding Checks	463,985.75									463,985.75
<b>BANK BALANCE</b>	<b>1,405,252.37</b>	<b>421,886.85</b>	<b>356,126.46</b>	<b>173,810.82</b>	<b>1,632,886.01</b>	<b>(42,474.81)</b>	<b>431,004.77</b>	<b>5,315.53</b>	<b>7,135.41</b>	<b>4,390,943.41</b>
Certificates of Deposit	-	-	-	-	-	-	3,394,048.28	-	2,100,000.00	5,494,048.28
Illinois Funds	2,391,742.39	2,004,852.34	2,747,678.05	655,113.94	232,071.41	30,541.39	900,359.98	8,196.08	687,690.22	9,658,245.80
CDB Trust Fund CTC			1,619,001.27							1,619,001.27
Bldg Reserve-ILLFund			1,083,165.25							1,083,165.25
<b>Total Investment</b>	<b>\$ 2,391,742.39</b>	<b>\$ 2,004,852.34</b>	<b>\$ 5,449,844.57</b>	<b>\$ 655,113.94</b>	<b>\$ 232,071.41</b>	<b>\$ 30,541.39</b>	<b>\$ 4,294,408.26</b>	<b>\$ 8,196.08</b>	<b>\$ 2,787,690.22</b>	<b>\$ 17,854,460.60</b>

LaSalle State Bank      \$ 243,488.78  
Centrue Bank              4,147,454.63  
\$ 4,390,943.41

Respectfully submitted,



Cheryl Roelfsema  
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE  
 INVESTMENT STATUS REPORT  
 April 30, 2015

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; 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
<b>Total CD</b>	-	-	-	-	-	3,394,048	2,100,000	5,494,048				

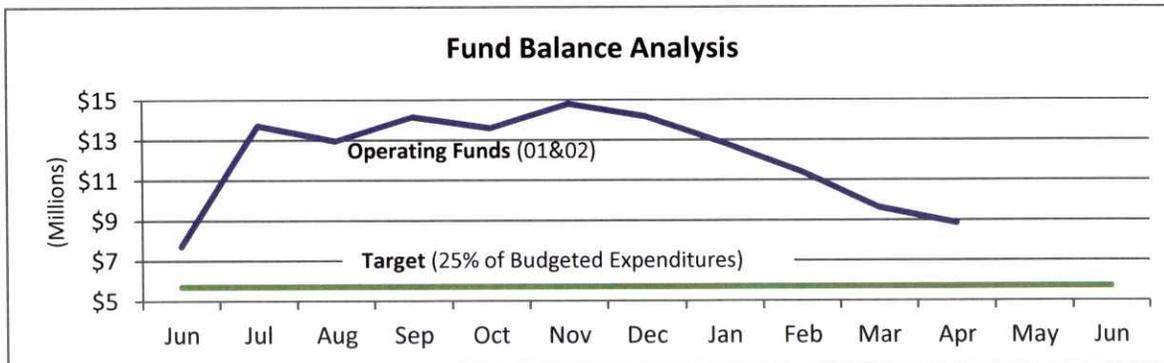
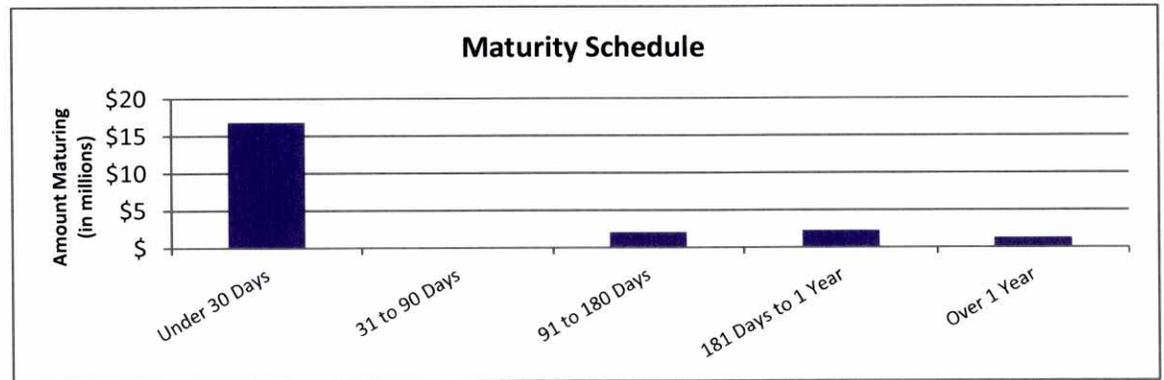
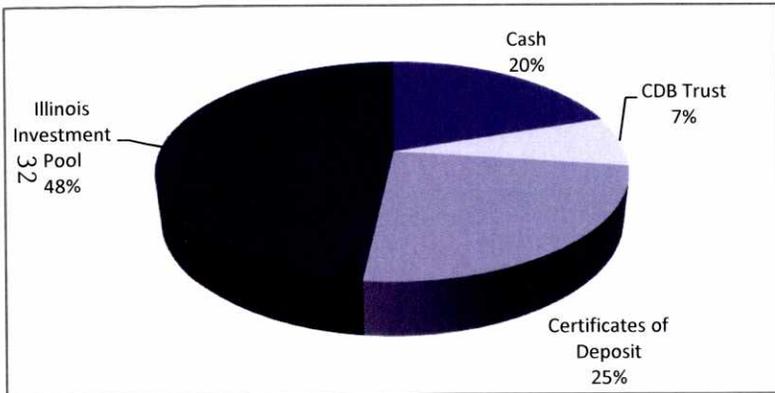
CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

\*\* 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	19.9%	\$ 4,441,576	0.34%
CDB Trust	7.3%	1,619,001	0.10%
Certificates of Deposit	24.6%	5,494,048	0.67%
Illinois Investment Pool	48.2%	10,741,411	0.01%
<b>Total</b>		<b>\$ 22,296,036</b>	<b>0.29%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 10,741,411			\$ 10,741,411	48%
Centrue Bank			3,923,454	3,923,454	18%
North Central Bank		1,000,000		1,000,000	4%
Heartland Trust Acct			1,619,001	1,619,001	7%
LaSalle State Bank		1,000,000	249,085	1,249,085	6%
First State Bank		1,000,000		1,000,000	4%
Multi Bank Securities		1,244,048		1,244,048	6%
Heartland Bank			269,037	269,037	1%
Marseilles Bank		1,250,000		1,250,000	6%
	<b>\$ 10,741,411</b>	<b>\$ 5,494,048</b>	<b>\$ 6,060,577</b>	<b>\$ 22,296,036</b>	<b>100%</b>



*ck*

**\$5,000 and Over Disbursements**

**04/01/15 - 04/30/15**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
0718913	04/02/15	0126547	Basalay, Cary, & Alstadt Architects	\$ 12,837.77	Exterior Door Replacement,* Cultural Centre Carpet Replacement*
0718932	04/02/15	0109033	Elsevier Science	6,138.67	Books for Resale
0718948	04/02/15	0079038	IVCC Student Activity	60,577.66	Student Activity Fees
0718954	04/02/15	0177551	Leapfrog Technologies, Inc.	5,800.00	CourseLeaf Software Annual Support
0719218	04/08/15	0054880	University of Texas at Austin	7,050.00	CCSSE Membership and Additional Questions Fee
ACH	04/09/15		Internal Revenue Service	69,032.03	Federal Payroll Taxes (04/09/15)
ACH	04/09/15		Illinois Department of Revenue	16,937.30	State Payroll Taxes (04/09/15)
ACH	04/09/15		VALIC Retirement Services	13,286.38	403(b) & 457(b)Payroll (04/09/15)
0719261	04/10/15	0082897	SURS	49,429.38	Payroll (04/09/15)
0719265	04/16/15	0001369	Ameren Illinois	31,222.90	Electricity (02/11/15-03/12/15)
0719272	04/16/15	0108916	CCIC	232,941.09	Health Insurance (April)
0719328	04/16/15	0001450	Thyssenkrupp Elevator Corporation	5,550.00	Elevator Maintenance/Repair
0719356	04/22/15	0127888	2 B Safe, Inc.	5,950.00	Consulting -Continuing Educaton
0719382	04/22/15	0181795	G4S Secure Solutions (USA) Inc.	31,137.93	Security Services (March)
33 0719433	04/22/15	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
ACH	04/23/15		Internal Revenue Service	68,833.97	Federal Payroll Taxes (04/23/15)
ACH	04/23/15		Illinois Department of Revenue	17,093.07	State Payroll Taxes (04/23/15)
ACH	04/23/15		VALIC Retirement Services	13,452.06	403(b) & 457(b)Payroll (04/23/15)
0719456	04/24/15	0082897	SURS	50,280.98	Payroll (04/23/15)
ACH	04/28/15		Prudential Insurance Company	5,015.56	Life & Disability Insurance (May)
0719469	04/29/15	0126547	Basalay, Cary, & Alstadt Architects	5,313.50	Exterior Door Replacement,* Cultural Centre Carpet Replacement*
0719474	04/29/15	0108916	CCIC	230,722.14	Health Insurance (May)
0719531	04/29/15	0001927	Walter J Zukowski & Associates	41,514.10	Legal Services
0719533	04/29/15	0153694	IVCC Bookstore	30,000.00	Rental Book Refunds
0719534	04/29/15	0153694	IVCC Bookstore	27,380.00	Rental Book Refunds

**\$ 1,043,496.49**

\*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 04/04/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alfano, Maddalena L.	ALH 1214 304	03/16/15	05/16/15	05/16/15	ST	\$3,352.74	011420730051320	ALH-1214-304	Certified Nursing Assistant	
Bray, Kristal A.	ALH 1214 06	03/16/15	05/16/15	05/16/15	ST	\$3,487.68	011420730051320	ALH-1214-06	Certified Nursing Assistant	
Chaffee, Candice S.	New Approach to Stress & Life	03/18/15	03/18/15	04/04/15	ST	\$700.00	014110394151320	CPD-3244-03	New Approach To Stress & Life	
Coonan, James J.	Windsor Stool	03/14/15	03/15/15	04/04/15	ST	\$360.00	014110394151320	HLR-2305-403	Windsor Stool	
Engstrom, Norman B.	Voice Lessons / 8	02/13/15	03/20/15	04/04/15	ST	\$256.00	011120650051340	MUP-2001-01	Applied Music Vocal	
Freed, Timothy D.	Cooking with Beer	03/18/15	03/18/15	04/04/15	ST	\$195.00	014110394151320	HLR-3416-303	Cooking With Beer	
Gibson, James A.	ELT 2209 01	03/16/15	04/04/15	04/04/15	OV	\$211.20	011320410051340	ELT-2209-01	Electronics Technical Internship	
Hayden, Jeanne E.	Potential Liability Jan 2015	01/26/15	04/04/15	04/04/15	ST	\$80.00	128640090151900			
Jauch, Christian M.	CSP 2222 01	01/12/15	05/16/15	05/16/15	ST	\$620.33	011320410051320	CSP-2222-01	Business Technology Internship	
Jenrich, Chuck	ZIP PAK GAP	03/18/15	03/31/15	04/04/15	ST	\$1,500.00	014210331051320	CEU-8276-03	Feedback Fundamentals	
Johnson, Laura E.	Hot Glass Experience	03/21/15	03/21/15	04/04/15	ST	\$120.00	014110394151320	HLR-2748-403	Hot Glass Experience I	
Koehler, Richard A.	LC Driver Improvement #969	03/18/15	03/18/15	04/04/15	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Kowalski, Dena L.	ALH 1250 301 lecture	03/16/15	05/16/15	05/16/15	ST	\$1,938.00	011420730051320	ALH-1250-301	Principle/Practice Phlebotomy	
Kozell, Denise C.	PET CPR First Aid	03/12/15	03/12/15	04/04/15	ST	\$195.00	014110394151320	HLR-5606-303	Pet Cpr/First Aid	
Kozell, Denise C.	Basic Dog Grooming	03/18/15	03/25/15	04/04/15	ST	\$250.00	014110394151320	HLR-5612-303	Basic Dog Grooming	
Leadingham, Paul	WLD 1200 22 23 321	03/16/15	04/04/15	04/04/15	OV	\$5,952.00	011320410051340	WLD-1200-321	Stick, Plate, Flat Arc Welding	
Moore, Bernard A.	ACT Prep Part 2	03/28/15	03/28/15	04/04/15	ST	\$170.00	014110394151320	YOU-3501-03	ACT Test Preparation	
Nelson, Catherine L.	ACT Prep Part 1	03/21/15	03/21/15	04/04/15	ST	\$160.00	014110394151320	YOU-3501-03	ACT Test Preparation	
Olesen, Jared J.	Presenter for Black History Month	02/11/15	02/11/15	04/04/15	ST	\$75.00	018440184051900			
Ponder, Monica M.	ALH 1214 605	03/16/15	05/16/15	05/16/15	ST	\$3,352.74	011420730051320	ALH-1214-605	Certified Nursing Assistant	
Reese, Robert C.	14/15 Overload	01/12/15	04/04/15	04/04/15	OV	\$217.60	011220570051340			
Sarver, Gregory S.	LC GDL Driver Improvement #970	03/28/15	03/28/15	04/04/15	ST	\$187.50	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Schomas, Jane E.	Cha Cha/Wedding Reception	02/03/15	03/10/15	04/04/15	ST	\$720.00	014110394151320	HLR-5119-402	Cha Cha Intensive	
Schultz, Kim A.	ALH 1214 604 1214 605	03/16/15	05/16/15	05/16/15	ST	\$3,553.00	011420730051320	ALH-1214-604	Certified Nursing Assistant	
Smith, Paul C.	VACTOR MFG	03/18/15	03/19/15	04/04/15	ST	\$2,300.00	014210331051320	CEU-5202-03	Welding Symbols	

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Stipends For Pay Period 04/04/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Vesper, Kathy R.	ALH 1214 604	03/16/15	05/16/15	05/16/15	ST	\$3,892.50	011420730051320	ALH-1214-604	Certified Nursing Assistant	
Vogl, Robert	Basics of Solar Electricity	03/21/15	03/21/15	04/04/15	ST	\$100.00	014110394151320	HLR-5522-03	Basics of Solar Electricity	
Vogt, Jane A.	Learn to Knit	03/02/15	03/16/15	04/04/15	ST	\$225.00	014110394151320	HLR-2712-303	Learn To Knit: The Basics	
Wasmer, Susan M.	ALH 1251 03 04	03/16/15	05/16/15	05/16/15	ST	\$2,016.00	011420730051320	ALH-1251-04	Phlebotomy Practicum	
Wiltse, Nicole C.	iPhone Tips and Tricks	03/25/15	03/25/15	04/04/15	ST	\$75.00	014110394151320	CEX-1210-303	Iphone Tips & Tricks	
TOTAL						36,412.29				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 4/27/15*  
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

Stipends For Pay Period 04/18/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Balzarini, Doreen J.	Introduction to Internet and Email	03/17/15	04/07/15	04/18/15	ST	\$420.00	014110394151320	CEX-4607-303	Introduction To Internet and Email	
Bandstra, Arnold B.	Shaving Horses	03/19/15	03/28/15	04/18/15	ST	\$200.00	014110394151320	HLR-2307-403	Shaving Horses	
Batson-Turner, Jean	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Bergsieker, David E.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Beyer, Jason A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Bhattacharya, Abhijeet	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Bias, Timothy J.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Bias, Timothy J.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Black, Mary A.	Bridging the Gap Math Meeting	02/23/15	02/23/15	04/18/15	ST	\$100.00	061120990051900			
Black, Mary A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Blaydes, Christine A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Blood, Trisha M.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Boyle- Bruch, Ida L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Boyle- Bruch, Ida L.	Food Service Sanitation	04/06/15	04/09/15	04/18/15	ST	\$500.00	014110394151320	CEU-1503-04	Food Service Sanitation	
Broadstone, Derek L.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Bruch, Anna M.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Bubb, Jennifer L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Carey, Lauri L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Christianson, Diane C.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Christianson, Diane C.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Cinotte, Lori M.	Career Expo	04/01/15	04/01/15	04/01/18	SG	\$50.00	061320152751900			
Dunlap, Angela J.	ENG Meeting	01/16/15	01/16/15	04/18/15	ST	\$35.00	011520910051900			
Elias, Gina R.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Elias, Gina R.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Engstrom, Norman B.	Directing Based on THE 1005	01/12/15	04/18/15	04/18/15	ST	\$850.00	056240262051620	THE-1005-02	Theatre Play Production	
Engstrom, Norman B.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Forst, Jean	ENG Meeting	01/16/15	01/16/15	04/18/15	ST	\$35.00	011120650051340			
Forst, Jean	Bridging the Gap Meeting	03/17/15	03/17/15	04/18/15	ST	\$50.00	011520910051900			
Francisco, Marjorie L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061120990051900			
Freed, Timothy D.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	014110394151320			
Freed, Timothy D.	A Few Good Hens	04/08/15	04/08/15	04/18/15	ST	\$215.00	061320152751900	HLR-3423-304	A Few Good Hens: Chicken 101	

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Stipends For Pay Period 04/18/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Gibbs, Kathryn A.	ENG Meeting	01/16/15	01/16/15	04/18/15	ST	\$35.00	011520910051900			
Gibbs, Kathryn A.	Bridging the Gap Meeting	03/17/15	03/19/15	04/18/15	ST	\$150.00	061120990051900			
Gibson, James A.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Gibson, James A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Hamilton, Nora B.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Hanley, Linda C.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Hartford, Carmen N.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Hauger, Elizabeth L.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Heredia, Hugo	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Hodgson, Laura A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Hogue, Julie A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Inman, Leah J.	Introduction to Shutterfly	04/01/15	04/08/15	04/18/15	ST	\$125.00	014110394151320	CEX-4617-304	Introduction to Shutterfly	
Jagasia, Kaushalya G.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Jauch, Christian M.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Jenrich, Chuck	Hampden House Training	03/26/15	03/29/15	04/18/15	ST	\$525.00	011320410351320			
Johll, Matthew E.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Johnson, D. S.	Hampden House Training	03/26/15	03/29/15	04/18/15	ST	\$525.00	011320410351320			
Johnson, Laura E.	Hot Glass II	04/04/15	04/04/15	04/18/15	ST	\$120.00	014110394151320	HLR-2751-404	Hot Glass Experience II	
Johnson, LeeAnn	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Killian, Melissa J.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	013230030851540			
Killian, Melissa J.	7 Sessions	04/05/15	04/18/15	04/18/15	ST	\$364.27	061320152751900			
King, Keith R.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Klieber, Tracie M.	Yoga Unique to You	02/24/15	04/02/15	04/18/15	ST	\$450.00	014110394151320	HLR-6218-302	Yoga Unique To You	
Klopccic, Elizabeth A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Koudelka, Arthur E.	Career Expo	04/01/15	04/01/15	04/18/15	ST	\$50.00	061320152751900			
Koudelka, Arthur E.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Kozell, Denise C.	Advanced Dog Grooming	04/11/15	04/11/15	04/18/15	ST	\$250.00	014110394151320	HLR-5613-304	Advanced Dog Grooming	
Kreier, Rodney J.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Kuester, David A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Kuester, David A.	Directing THE 1005 2005	04/01/15	04/01/15	04/18/15	ST	\$400.00	011120650051340			
Landgraf, Tammy L.	Mileage Reimbursement	03/02/15	03/31/15	04/18/15	ML	\$134.55	061320152751900			
Landgraf, Tammy L.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	011120910055210			

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Stipends For Pay Period 04/18/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Lange, Shane W.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Lange, Shane W.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Leadingham, Paul	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Leadingham, Paul	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Leadingham, Paul	Kroeschell Opertions	04/10/15	04/10/15	04/18/15	ST	\$270.00	014210331051320			
Lee, Tracy D.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Lesman, Emily E.	Bridging the Gap Math Meeting	02/23/15	02/23/15	04/18/15	SG	\$50.00	061120990051900			
Lesman, Emily E.	Bridging the Gap Meeting	03/19/15	03/19/15	04/18/15	ST	\$100.00	061120990051900			
Lesman, Emily E.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Lockwood, Kirk D.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Mammano, Pamela M.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$50.00	061320152751900			
Mangold, Richard F.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Matsen, Ashley R.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
McDonnell, Nancy A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
McKee, Larry E.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Monterastelli, Cherie A.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Moskalewicz, James P.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Nelson, Catherine L.	RED Meeting	03/20/15	03/20/15	04/18/15	ST	\$35.00	011520910051900			
Nink, Tina M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
O'Brien, Tina M.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Oldaker, Adam G.	Bridging the Gap Meeting	03/19/15	03/19/15	04/18/15	ST	\$300.00	061120990051900			
Olesen, Jared J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Panizzi, Gerald W.	LC Driver Improvement #972	04/11/15	04/11/15	04/18/15	ST	\$187.50	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Pecherek, Michael J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Pence, Patricia L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Pietrolonardo, Anna M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Prine, Renee M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Pumo, Deborah J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Radek, Kimberly M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Rambo, Randy R.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Retoff, Dan J.	Beginning Yoga/T'ai Chi	02/13/15	04/08/15	04/18/15	ST	\$525.00	014110394151320	HLR-6101-303	Beginning Yoga	
Robinson, Delores R.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			

Stipends For Pay Period 04/18/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ruda, Anthony J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$25.00	061320152751900			
Sack, Jane E.	Bridging the Gap	03/19/15	03/19/15	04/18/15	ST	\$50.00	061120990051900			
Sack, Jane E.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Sankovich, Michael W.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Sarsah, Dominic K.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Sarver, Gregory S.	BC Mileage Reimbursement	02/07/15	02/07/15	04/18/15	ST	\$28.75	014110394355212			
Sarver, Gregory S.	Lc Driver Improvement #971	04/08/15	04/08/15	04/18/15	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Sarver, Gregory S.	BC Driver Improvement #300	04/11/15	04/11/15	04/18/15	ST	\$150.00	014110394351320	CDV-7000-02	Bureau Co Driver Improvement	
Savoia, Jennifer L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Schiffman, Robyn L.	Bridging the Gap	03/19/15	03/19/15	04/18/15	ST	\$162.00	061120990051900			
Schroeder, Eric S.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Schuerman, Patrick	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Schultz, Cynthia L.	Bridging the Gap Math Meeting	02/23/15	02/23/15	04/18/15	ST	\$50.00	061120990051900			
Schultz, Cynthia L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Schultz, Kim A.	ALH 1215 630 LECTURE	04/06/15	04/22/15	05/16/15	ST	\$1,292.00	011420730051320	ALH-1215-630	Certified Nurse Assistant Refresher	
Seghi, Heather N.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Serafini, Daniel J.	Facilitated Bridging the Gap	03/19/15	03/19/15	04/18/15	ST	\$600.00	061120990051900			
Serafini, Richard J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Skeen, Janice C.	ENG Meeting	01/16/15	01/16/15	04/18/15	ST	\$35.00	011520910051900			
Skeen, Janice C.	Bridging the Gap Meeting	03/19/15	03/19/15	04/18/15	ST	\$50.00	061120990051900			
Skoflanc, Francie A.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Skoflanc, Francie A.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Smith, Paul C.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Smith, Sara E.	Food Service Sanitation	03/30/15	04/09/15	04/18/15	ST	\$600.00	014110394151320	CEU-1503-433	Food Service Sanitation	
Sobin, Betsy L.	RED Meeting	01/16/15	01/16/15	04/18/15	ST	\$35.00	011520910051900			
Sobin, Betsy L.	Bridging the Gap	03/19/15	03/19/15	04/18/15	ST	\$100.00	061120990051900			
Sondgeroth, Anthony L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$150.00	061320152751900			
Sondgeroth, Anthony L.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Sprong, Connie L.	Mileage Reimbursement	04/01/15	04/01/15	04/18/15	ML	\$20.70	013130030755211			
Stecken, Karie J.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Story, Michelle M.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Story, Michelle M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			

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Stipends For Pay Period 04/18/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Swett, Steven A.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Thompson, Jason	Native Skills	04/11/15	04/11/15	04/18/15	ST	\$100.00	014110394151320	HLR-5306-04	Native Skills	
Towne, Brian J.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Tunnell, Thomas D.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Urban-Bollis, Jill L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Vahle, Larry E.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Verucchi, Dorene M.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Verucchi, Dorene M.	CTE Open House	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Vetos, Kevin J.	Math Meeting	04/06/15	04/06/15	04/18/15	ST	\$50.00	011520910051900			
Villarreal, Nora L.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Weber, Lynne S.	Career Expo	04/01/15	04/01/15	04/18/15	SG	\$150.00	061320152751900			
Whiteaker, Samantha D.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Yong, Promise K.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Zeilman, Karen E.	Career Expo	04/01/15	04/18/15	04/18/15	SG	\$50.00	061320152751900			
Zellmer, Donald G.	Sugar Babies Spring 2015	01/12/15	04/18/15	04/18/15	ST	\$800.00	013620620151900			
TOTAL						17,249.77				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 7/30/15*  
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 – Protection, Health, and Safety (PHS) Project – Exterior Door Replacement**

Bids were received and opened on April 30, 2015 for the following PHS Project:

- ICCB Project # 513-T-2322-0914 – Exterior Door Replacement

Vissering Construction Company – Streator, IL, submitted the low bid and met all bidding requirements and specifications. Following is a letter of recommendation from Basalay, Cary & Alstadt Architects and the summary of bids received.

**Recommendation:**

**The administration recommends Board approval 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.**



May 1, 2015

Michelle Carboni, Director of Purchasing  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Oglesby, IL 61348

RE: Exterior Door Replacement  
2015 Protection, Health & Safety Project  
ICCB No. 513-T-2322-0914  
BC&A Project No. 1443B

Dear Ms. Carboni:

Bids were received on April 30, 2015 for the above referenced project. Five bids were received, with Vissering Construction Company (VCC) of Streator, Illinois being the apparent low bidder with a base bid of \$147,000.00. The bid from VCC included the IVCC Certification form, included the required bid bond and was based upon the plans and specifications. No stipulations or voluntary alternates were listed. Mandatory site visit requirements were met.

College funds available for construction equal \$247,325.00 (without contingency). As you can see, the VCC bid is well within budget. Immediately after the bid opening, BC&A asked VCC to go back and review their numbers to ensure nothing was inadvertently left out of their price. Upon completion of their review, VCC responded that the price they submitted is complete. VCC attributed their fair price to their familiarity with the IVCC campus and very competitive pricing between door manufacturers.

Bid submissions also included an alternate price for replacing a pair of hollow metal doors and frame, outside of the original project scope, for consideration by the college. Current doors no longer latch properly due to a deteriorated hinge pocket. VCC's price to replace doors and frame would add \$5,000.00 to the project, if accepted by the college. BC&A feels this is a fair price for this scope of work.

Based upon this information, we see no reason not to award the contract to VCC for a total of \$152,000.00 (Base Bid and Alternate Bid No. 1). A bid tabulation summarizing all of the bids is attached for further review. If you have any questions regarding the bid, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink that reads 'Kurt Rimmele'.

Kurt Rimmele

Cc: Cheryl Roelfsema, IVCC V.P. Business Services and Finance/Treasurer  
Scott Curley, IVCC Director of Facilities  
BC&A File



**Proposal Results - Food Service Provider**

The contract with IVCC's current food service provider expired on June 30, 2013 and was extended for two one-year terms. The College advertised in a local paper, as well as on the college's website for proposals for food service on campus. Country Catering and DeMilio's Italian Deli submitted proposals.

A committee consisting of students, faculty, support staff, and administration reviewed the proposals and recommends that the Board accept the proposal from Country Catering. Country Catering was selected because of their outstanding service over the past five years, menu variety, and ability to cater large and small groups.

**Recommendation:**

**The administration recommends the Board accept the proposal from Country Catering to provide food service on campus.**

**Request for Qualifications – Architect Results**

The Capital Development Board recommends issuing a request for qualifications for architectural services for all projects and requires the process for state-funded projects. The College last issued a request for qualifications for architects in 2004. As the Community Instructional Center Project is nearing completion and no other major projects are underway, the administration felt this was an opportune time to solicit proposals from architects.

The selection committee accepted and reviewed 12 proposals to be considered for architectural services. From the 12, three were invited to campus for an interview, Demonica Kemper Architects, Wight & Company, and Legat Architects.

It is the selection committee's recommendation that the Board enter into an agreement with Demonica Kemper Architects (DKA) for architectural services. The College has worked with DKA or one of their principals since 2006. In 2006 Legat Architects, led by Dominick Demonica, developed the master plan for IVCC. The plan was updated in 2011 by DKA, of which Dominick Demonica is one of the principals. DKA was the design architect for all three phases of the Community Instructional Center Project. DKA also works with 21 other Illinois Community Colleges and understands the needs and challenges of the community colleges.

**Recommendation:**

**Authorize the administration to enter into an agreement with Demonica Kemper Architects as the College's architect.**

**Request Permission to Prepare an RFP for a Health Insurance Consultant**

For the last twelve years, IVCC has been a member of the Community College Insurance Cooperative with Benefit Administration System (BAS) as the third-party administrator. IVCC solicited bids for employee health insurance (medical, dental, and vision) in October 2010, but determined that the consortium of colleges provided the best insurance coverage at the lowest cost. There are currently six community colleges in the consortium.

Until this year, BAS has provided excellent service. However, since January 2015, there has been a lack of quality customer service and reliable communication. The administration would like to solicit requests for proposals (RFPs) for a health insurance (medical, dental, and vision) consultant to lead the College through the health insurance bidding process.

**Recommendation:**

**The administration requests permission to solicit requests for proposals (RFPs) for a health insurance (medical, dental, and vision) consultant.**

**Purchase Request – Student Computer Upgrades**

The Information and Technology Services Department wishes to purchase additional laptops and desktop computers for student labs.

Fourteen (14) Dell Latitude 3450 laptops will be purchased to upgrade the E101 physical science lab and will replace five (5) of the library’s circulating fleet. Forty-eight (48) Dell OptiPlex 7020 desktops will be purchased to upgrade the B201 reading and math labs. Forty-six (46) Dell OptiPlex 9020 desktops will be purchased to upgrade the CTC 119 CAD lab and establish an additional computer lab in the CTC 120 drafting lab.

<b>Product</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
Latitude 3450 Laptop	14	\$691.23	\$ 9,718.80
OptiPlex 7020	48	\$659.67	\$31,664.16
OptiPlex 9020	46	\$731.15	\$33,632.90

Student computer upgrades were budgeted in the FY15 Student Technology budget. This expense will be charged to the Student Technology Fee account.

**Recommendation:**

**The administration recommends Board approval to purchase 14 Latitude 3450 laptops, 48 OptiPlex 7020 desktops, and 46 OptiPlex 9020 desktop computers from Dell, Inc., in the amount of \$75,015.86.**

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2014-2015**

GENERAL INFORMATION:

POSITION TO BE FILLED: Business Specialist, Small Business Development Center

NUMBER OF APPLICANTS: 13

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Ms. Carboni, Ms. Gahm, Ms. Malooley, Ms. Scheri

APPLICANT RECOMMENDED:

Gina Czubachowski

EDUCATIONAL PREPARATION:

Illinois State University, Bloomington, IL – Master of Business Administration

Illinois State University, Bloomington, IL – BS in Finance

Illinois Valley Community College, Oglesby, IL – Associate of Science

Kaplan University, Quincy, MA - Certificate in Financial Planning

EXPERIENCE:

Illinois Valley Community College - Interim Business Specialist in Small Business Development Center in a full-time position; previously worked in a part-time role

Certified Business Development Advisor

Certified Profit Mastery Facilitator

First Federal Savings Bank – Management Assistant and Operations Specialist

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

1. Four years of experience in the business specialist role
2. Strong understanding of SBDC network of resources and services
3. Established relationship with key stakeholders

RECOMMENDED SALARY: \$36,000

Ms. Glenna Jones, SPHR  
Director of Human Resources

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2014-2015**

GENERAL INFORMATION:

POSITION TO BE FILLED: Assistant Director, Admissions, Records, and Transfer Services

NUMBER OF APPLICANTS: 34

NUMBER OF APPLICANTS INTERVIEWED: 6

APPLICANTS INTERVIEWED BY:

Mr. Brolley, Ms. Gregorich, Mr. Grzybowski, Ms. Hodgson, Ms. Moore,  
Mr. Moskalewicz

APPLICANT RECOMMENDED:

Aseret Gonzalez

EDUCATIONAL PREPARATION:

Eastern Illinois University, Charleston, IL – M.S. in College Student Affairs  
Eastern Illinois University, Charleston, IL – B.A. in Sociology  
Illinois Valley Community College, Oglesby, IL – Associate in Art

EXPERIENCE:

Eastern Illinois University - Regional Freshman Admission & Transfer Counselor  
Eastern Illinois University - Associate Resident Director for Academic Success  
Eastern Illinois University - Intern, Office of Admissions  
Illinois Valley Community College – Intern, Office of Admissions

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

1. Three years of experience in an admissions office
2. Knowledge of the transfer coordinator role and familiarity with Transferology/IAI
3. Experience in planning and coordinator events
4. Familiarity with the IVCC District 513 high school personnel

RECOMMENDED SALARY: \$42,000

Ms. Glenna Jones, SPHR  
Director of Human Resources

May 5, 2015

Jenna Stinson  
Theatre Technical Coordinator  
Illinois Valley Community College  
Oglesby, IL 61348

Dear Dr. Holloway,

Please accept this letter as my formal resignation from Illinois Valley Community College. As you know, my husband has accepted a job in Naperville. Since we will be living closer to that location, I am taking the opportunity to progress my career in another direction. My final day will be July 24, 2015.

While I greatly appreciate most of my time at IVCC, I am looking forward to the next chapter in my life. It was a joy to see the theatre and its department flourish in the 5 years that I have been employed. Please let me know if I can help in any way with the transition to a new Theatre Technical Coordinator.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jenna Stinson', written in a cursive style.

Jenna Stinson

RECEIVED

MAY 4 2015

HUMAN RESOURCES

To: Christine Blaydes RN  
CNA Coordinator  
Illinois Valley Community College

From: Monica Ponder RN  
CNA Instructor  
Illinois Valley Community College

Dear Chris,

It is with deepest regret that I am submitting this letter of resignation from my position as Part Time CNA Instructor at Illinois Valley Community College, Ottawa Satellite Campus, effective May 7, 2015.

As we have discussed previously, I have a sister in Arizona whose health is deteriorating, and her health problems have reached the point where it is necessary for me to move out there to supervise her and give her the care she will need as her condition declines.

I have truly enjoyed working for Illinois Valley and have also enjoyed the working relationship we have had over the past several years. The experience has, in fact, been such a positive one that it has motivated me to look for a CNA Instructor's position in Arizona. You had mentioned that you would gladly give me a letter of recommendation if I decided to continue working with CNAs after I moved. I would greatly appreciate it if you did so.

I hope you will keep in touch after I move, and will consider coming to visit me if you have the occasion to travel through Arizona.

Sincerely yours,



Monica Ponder RN

RECEIVED

APR 14 2015

HUMAN RESOURCES

Microsoft Office Outlook Web Access

Type here to search This Folder

Address Book Options Log Off

Mail

Calendar

Contacts

Deleted Items (7)

Drafts

Inbox

Junk E-mail

Sent Items

Click to view all folders

Manage Folders...

Reply Reply to All Forward Move Delete Junk Close

**Last day**  
Beth Hickey

**Sent:** Monday, March 30, 2015 6:17 PM  
**To:** Sarah Trager

Dear Sarah:

I have decided to take the maternity leave position offered to me at LaSalle-Peru High School for the upcoming school year. School starts on August 12th. Therefore, my last day at the IVCC Assessment Center will be Tuesday, July 28, 2015.

I appreciated for the opportunity to work for you and have enjoyed my time at the Assessment Center.

Thank you,

*Beth E. Hickey*

Beth E. Hickey

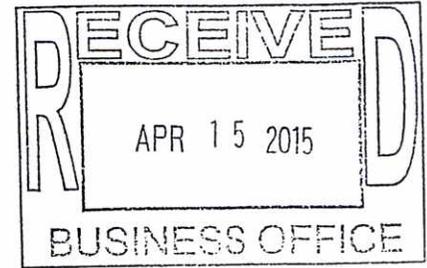
RECEIVED

APR 1 2015

RECEIVED



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806



April 13, 2015

Cherly Roelfsema  
Vice President for Business Services & Finance  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Oglesby, IL 61348

Dear Ms. Roelfsema:

A panel of independent reviewers has completed its examination of your Popular Annual Financial Report (PAFR). We are pleased to notify you that your PAFR for the fiscal year ended June 30, 2014, has substantially met the requirements of the PAFR Program. In the absence of authoritative standards governing the presentation, these requirements are based on an evaluation of information presented, reader appeal, understandability, distribution, and other elements (such as whether the PAFR is a notable achievement for the government given the government's type and size, and the PAFR's creativity and usefulness). The report received a weighted average score of 75.00 percent or above from three of the four highest individual reviews.

Each entity submitting a report to the PAFR Program is provided with confidential comments and suggestions for possible improvements in the subsequent year's presentation. Your comments and suggestions, as well as the summary of grading sheet, are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next PAFR.

Continuing participants will find a certificate and brass medallion enclosed with these results. The brass medallion may be mounted on your ten-year plaque. First-time recipients will find a certificate enclosed with these results to be followed by a plaque in approximately six weeks. The award certificate commemorates your achievement and may be used for formal presentations.

A current holder of a PAFR award may include a reproduction of the award in its immediately subsequent PAFR. A camera ready copy of your award is enclosed for that purpose. If you reproduce your award in your next report, please refer to the enclosed instructions.

Cherly Roelfsema  
April 13, 2015  
Page 2

The PAFR award is valid for one year. To continue your participation in the program, it will be necessary for you to submit your next PAFR to the Government Finance Officers Association within 6 months of the end of your entity's fiscal year. Enclosed is an application form to facilitate a timely submission. If submitting electronically, the completed application can be scanned and emailed along with a link to the electronic version of the PAFR. If hard copies are submitted, four copies of the completed application should be enclosed with four copies of the PAFR. The appropriate fee may be paid by credit card or check.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain a well presented PAFR. If we can be of further assistance, please contact Jim Phillips in the Technical Services Center.

Sincerely,

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in black ink and is positioned above the typed name.

Stephen J. Gauthier, Director  
Technical Services Center



Government Finance Officers Association

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

Presented to

**Illinois Valley  
Community College**

For its Annual  
Financial Report  
for the Fiscal Year Ended

**June 30, 2014**

Executive Director/CEO



## National Association for the Education of Young Children

### • Early Childhood Associate Degree Accreditation

1313 L Street NW, Suite 500, Washington, DC 20005-4101  
202-232-8777 800-424-2460 Fax 202-350-8799 www.naeyc.org

NAEYC Commission on  
Early Childhood Associate Degree  
Accreditation  
2014

Elisa Huss-Hage, *Commission Chair*  
Owens Community College

Katherine Allen  
Blue Ridge Community College

Tracey Bennett  
Vance-Granville Community College

Jana Fleming  
Erikson Institute

Rebecca Gorton  
Northampton Community College

Diane Horn  
University of Oklahoma-Tulsa

Pamela Ray  
St. Philip's College

Crystal Swank  
Truckee Meadows Community College

Reginald Williams  
South Carolina State University

Ex Officio  
Marica Cox Mitchell, *Director*

March 31, 2015

Dr. Jerome Corcoran  
Illinois Valley Community College  
815 N. Orlando Smith Rd.  
Oglesby, IL 61348

Dear Dr. Corcoran:

We write to bring your attention to the service, scholarly work, and national leadership provided by Diane Christianson to the National Association for the Education of Young Children (NAEYC) and the early childhood field. Over the past year, we have relied on her service as a peer review in our Early Childhood Associate Degree Accreditation work. Because of the contributions of Ms. Christianson and her colleagues, we have conducted site visits that have resulted in the accreditation of associate degree programs at 161 institutions through fair and thorough reviews of their ability to meet national standards.

Ms. Christianson's review of Early Childhood Associate Degree programs has involved a considerable time commitment and collaboration with colleagues at other institutions toward a thoughtful scholarly evaluation of programs relative to the standards put forth by NAEYC and the early childhood field. As you may know, the recommendation Ms. Christianson makes regarding a program's evidence of meeting standards is extremely important and often high stakes. We are grateful that she accepted the responsibility associated with being a peer reviewer, and we appreciate her expertise in guiding this important work. We are grateful to Illinois Valley Community College for sharing Ms. Christianson's time and expertise with NAEYC and the field of early childhood.

Sincerely,

Rhian Evans Allvin  
Executive Director  
NAEYC

Marica Mitchell  
Deputy Executive Director, Early Learning Systems  
NAEYC

*Promoting quality  
through accreditation*

TO: Dr. Jerry Corcoran  
Dr. Deborah Anderson  
Dr. Robyn Schiffman

FROM: Diane Christianson  
ECE Program Coordinator

SUBJECT: Sabbatical Leave Report

DATE: April 20, 2015

I was granted approval for sabbatical leave for this past fall semester (2014). The sabbatical proposal consisted of two main goals:

Goal 1: To acquire national accreditation status for the IVCC Early Childhood Education program.

Goal 2: To collaborate with Illinois State University and Western Illinois University on program/course articulation through the 2014-2015 *Early Childhood Educator Preparation Program Innovation Grant* through the Illinois Board of Higher Education.

**Goal 1: To acquire national accreditation status for the IVCC Early Childhood Education program.**

The self-study process that this entailed began about 3 years ago. Throughout that time, there has been ongoing work of review and reflection of the early childhood education program and more specifically the curriculum or set of courses within the Associate of Applied Science (AAS) degree. All ECE courses were aligned with the NAEYC standards/supportive skills, the Gateways Benchmarks, and the Illinois Professional Teaching Standards. Course objectives and assessments were reviewed and aligned to the standards/benchmarks. This work was completed by myself and the adjunct faculty who taught the courses. This work allowed us to make sure that each course would build skills and knowledge to successfully transition to other courses without a lot of repetition of assignments for students.

During the sabbatical, the work continued to further demonstrate that the program is aligned with the shared national, professional standards (NAEYC) which includes documentation on the following criteria:

- A. Program Identity (Mission and Role in the Community)
- B. Design of Professional Program (Conceptual Framework, Program of Studies, Quality of Teaching, Quality of Field Experiences)
- C. Candidates (Qualifications and Characteristics of Candidates, Advising and Supporting Candidates)
- D. Faculty (Qualifications and Composition of Faculty, Professional Responsibilities, Professional Development)
- E. Supportive Infrastructure and Organization of Program (Program Organization and Guidance, Program Resources)
- F. Learning Opportunities
- G. Assessment and Evidence of Candidate Performance (Data on 5 Key Assessments that support the standards and supportive skills)

A large amount of the work was centered on a true self-study of, not only the program, but the college as well. The many hours of research to obtain the necessary information for the report provided me with a greater understanding of the college and the students who attend IVCC – more specifically the students who are enrolled in the Early Childhood Education program. As each criteria was completed, there was a reflection of evidence/strengths, challenges and how to address challenges and build on strengths. This became the work of the ECE Advisory Council members at our spring advisory meeting.

Much of the work was also centered on the ECE program’s conceptual framework (student outcomes) and the key assessments that are designed to show evidence of student learning and alignment with the NAEYC Standards and Supportive Skills. These will be the primary focus of the peer review team when they visit in October.

The ECE Program Conceptual Framework consists of the following:

1. Create learning experiences that make the content meaningful to all students.
2. Demonstrate ways that influence how diverse student populations grow, develop and learn.
3. Design a variety of instructional strategies to encourage students’ development of critical thinking, problem-solving, and performance skills.
4. Create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.
5. Use effective communication strategies to foster active inquiry, collaboration, and support interaction in the classroom.
6. Foster collaborative relationships and provide leadership to improve student learning and well-being.
7. Introduce, maintain and continue to grow standards of professional conduct and actively seek opportunities to grow professionally.
8. Create and maintain a professional teaching and learning portfolio.

Overview Chart of Key Assessments Aligned with NAEYC Accreditation Standards and Supportive Skills:

<b>Assessment (Name, course #)</b>	<b>STD 1</b>	<b>STD 2</b>	<b>STD 3</b>	<b>STD 4</b>	<b>STD 5</b>	<b>STD 6</b>	<b>SS 1</b>	<b>SS 2</b>	<b>SS 3</b>	<b>SS 4</b>	<b>SS 5</b>
Health Fair Presentation (ECE 1005 Health, Safety & Nutrition)	1a, 1b, 1c	2a, 2b		4a		6a, 6e	X	X	X	X	X
Focus on the Family (ECE 1027 Child, Family, School & Community)		2a, 2b, 2c	3a			6a, 6b, 6c, 6d, 6e	X	X	X	X	X
Learning Plan (ECE 2202 Curriculum Programming)	1c	2a	3a	4b, 4c, 4d	5a, 5b, 5c		X		X	X	
Observation & Assessment of a Child (ECE 2207 Observation & Assessment))			3a, 3b, 3c, 3d				X	X	X	X	X
Children’s Author Presentation (ECE 2208 Language Development)	1a, 1c			4a		6a, 6c	X	X	X	X	X

In the process of creating the key assessments and rubrics, the early childhood education program also implemented a new portfolio and data collection system called *SchoolChapters*. ECE students have a 3 year subscription to *SchoolChapters* for course assignment submittal. The data received provides faculty a sense of

how students are doing and what must be focused on to provide greater student success in meeting the NAEYC standards and supportive skills which further addresses quality standards of the program.

The self-study report was completed with the final submission sent to the NAEYC Accreditation Commission on March 23<sup>rd</sup> (deadline of March 31<sup>st</sup>). The peer review team will be on site in October (final dates to be determined).

**Goal 2: To collaborate with Illinois State University and Western Illinois University on program/course articulation through the 2014-2015 Early Childhood Educator Preparation Program Innovation Grant through the Illinois Board of Higher Education.**

The sole purpose of this grant was to engage in collaborative partnerships with higher education institutions for a seamless transfer track for early childhood education students. Ongoing meetings were held with both institutions (along with other community college partners) with some very successful outcomes. Five courses were articulated to transfer to ISU's early childhood education licensure program. Seven courses were articulated to transfer to WIU's early childhood education licensure program. Continuation of this work will take place as the partnerships remain invested in the work on assessments and rubrics. IBHE awarded grants for 2015-2016 and NIU was awarded a grant with IVCC as one of their community college partners.

Currently, the IVCC Early Childhood Education program was approved through Gateways for Level 4 ECE and Infant/Toddler credentials. Through the work of the grant, the ECE program implemented two new state credentialing stackable certificates for early childhood education students. These certificates are pending approval from ICCB.

1. ECE Gateways Credential Level 2 Certificate (16 credit hours)  
*This certificate is intended for students who are currently employed in the early childhood field as teacher assistants and wish to gain the Level 2 credential for the program's ExceleRate status. If student is planning to transfer to 4 year university, it is important to review the GATEWAYS CREDENTIAL LEVEL 3 CERTIFICATE to insure seamless transfer from Level 2 to Level 3 and/or meet with IVCC ECE Program Coordinator or IVCC Counselor.*
2. ECE Gateways Credential Level 3 Certificate (27 credit hours)  
*This certificate is intended for students who plan to transfer to a 4-year university. All or some of the ECE courses will be implemented into the ECE AA degree depending on the university of choice with the addition of general education courses. It will also be used for students employed in the early childhood field who wish to gain the Level 3 credential for the program's ExceleRate status.*

In summary, the work completed during the sabbatical has focused on providing a state-of-the-art early childhood education program that engages the faculty, students and community in high-quality teaching and learning about children birth – age 8. It has also engaged in national and state recognition to further the ongoing articulation efforts for our ECE transfer students. Wonderful collaborative partnerships with state universities has emerged and will continue the work to benefit all students.

***LaSalle/Peru/Utica Community Advisory Panel***  
**Carus Chemical Company    Flint Hills Resources    PQ Corporation**

April 20, 2015

Dr. Jerry Corcoran, President  
Illinois Valley Community College  
815 N. Orlando Smith Avenue  
Ogelsby, IL 61348-9692

Dear Dr. Corcoran,

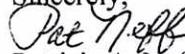
I would like to call your attention to a tour my group had on April 16, 2015 at IVCC. The LaSalle/Peru/Utica Community Advisory Panel (LPU CAP) is a group that interacts with local chemical companies and talks about health, safety and the environment. One of our CAP members, IVCC Professor Larry Ault, coordinated our dinner meeting and tour at IVCC so we could see first hand how students are prepared for the workforce before entering such fields as manufacturing, technology, and science. As you know, a great number of people will be retiring within these fields in the near future, and we hope to see the best students fill those jobs.

Our meeting started with the sponsors of the LPU CAP giving updates about their facilities and other news. Mark Grzybowski from Student Affairs followed with a talk about the college then lead us on a tour of various labs in the Peter Miller Community Technology Center and other areas. CAP members were amazed at the kind of equipment available to the students and the instruction they were receiving. Teachers Tim Bias and Jim Gibson also provided information about what they taught and the process the students go through. Our members asked so many questions that our time ran over, but that is an indication our group was very engaged.

The LPU CAP was formed in 1995 through the cooperation of local chemical companies and concerned citizens who were interested in the operations of the facilities and their impact on the community. This volunteer panel operates independently of the sponsoring companies with community members serving in an advisory capacity representing themselves and not necessarily the companies, groups, or organizations they may be associated with. I have facilitated this panel as a neutral third party independent consultant since 2001. This is not our first time touring IVCC, but is always a pleasure to be on campus and see what's new. Some students from the Chem Club regularly attend our meetings and update us on the club's activities and interests. Several of our CAP members are graduates or employees and still hold fond memories.

Thank you all again and if there is anything I or the CAP can do for you in the future, please do not hesitate to contact me. We applaud you all for your efforts. Keep up the good work!

Sincerely,



Patricia A. Neff, Facilitator  
2080 Hideaway Ct., Morris, IL 60450  
815-634-2370, neffp2@gmail.com



# 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.