



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, February 11, 2016
Board Room
6:30 p.m.**

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

IVCC'S MISSION STATEMENT

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

BOARD AGENDA ITEMS

January

Student Fall Demographic Profile

February

Authorize Budget Preparation
Reduction in Force
Non-tenured Faculty Contracts
Tuition and Fee Review
Five-year Financial Forecast
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Tenure Recommendations
President's Evaluation
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

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
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session Minutes

July

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

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance

September

Protection, Health, and Safety Projects
Cash Farm Lease
Approval of College Calendar (even years)
Employee Demographics Report

October

Authorize Preparation of Levy
Audit Report

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, February 11, 2016 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – January 14, 2016 Board Meeting (Pages 1-4)
 - 6.2 Approval of Bills - \$1,752,144.16
 - 6.2.1 Education Fund - \$1,233,181.00
 - 6.2.2 Operations & Maintenance Fund - \$82,564.27
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$278,639.51
 - 6.2.4 Auxiliary Fund - \$85,896.28
 - 6.2.5 Restricted Fund - \$12,491.76
 - 6.2.6 Liability, Protection & Settlement Fund - \$59,371.34
 - 6.3 Treasurer's Report (Pages 5-22)
 - 6.3.1 Financial Highlights (Pages 6-7)
 - 6.3.2 Balance Sheet (Pages 8-9)
 - 6.3.3 Summary of FY16 Budget by Fund (Page 10)
 - 6.3.4 Budget to Actual Comparison (Pages 11-17)
 - 6.3.5 Budget to Actual By Budget Officers (Page 18)
 - 6.3.6 Statement of Cash Flows (Page 19)
 - 6.3.7 Investment Status Report (Pages 20-21)
 - 6.3.8 Disbursements - \$5,000 or more (Page 22)
 - 6.4 Personnel - Stipends for Pay Periods Ending January 10, 2016 and January 24, 2016 (Pages 23-29)
7. President's Report
8. Committee Reports

9. Staff Retirement – Sue Isermann, Associate Vice President for Academic Affairs and Dean of Workforce Development (Pages 30-31)
10. Faculty Retirement – Norm Engstrom, Music/Theatre Instructor (Pages 32-33)
11. Resolution Designating a Fiscal Year (Pages 34-36)
12. Tuition Adjustment (Page 37)
13. Course Fees/Adjustments (Pages 38-40)
14. Agriculture Program Instructor/Coordinator Position (Pages 41-45)
15. Bid Results – PHS Project – Lecture Hall D225 Renovation (Pages 46-48)
16. Items for Information (Pages 49-55)
 - 16.1 Staff Resignation – Renee Corpus, Accounts Receivable Specialist/Cashier (part-time) (Page 49)
 - 16.2 Staff Resignation – Betsy Sobin, Academic Support Technologist (part-time) (Page 50)
 - 16.3 Staff Resignation – Stephanie Culver, G4S Receptionist (Page 51)
 - 16.4 Statement of Final Construction Compliance – Exterior Door Replacement (Page 52)
 - 16.5 Statement of Final Construction Compliance – Building E Accessible Elevator Installation (Page 53)
 - 16.6 Statement of Final Construction Compliance – Abatement of Asbestos (Page 54)
 - 16.7 Statement of Final Construction Compliance – Building C Lobby Remodeling (Page 55)
17. Trustee Comment
18. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) probable litigation; 3) collective negotiations; and 4) closed session minutes.
19. Other
20. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
January 14, 2016

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, January 14, 2016 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
Jane E. Goetz
David O. Mallery
Everett J. Solon
Austin M. Burnette, Student Trustee

Members Absent:

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

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – December 10, 2015 Board Meeting

Approval of Bills - \$1,233,655.18

Education Fund - \$700,550.69; Operations & Maintenance Fund - \$65,201.96; Operations & Maintenance (Restricted Fund) - \$199,143.94; Auxiliary Fund - \$221,089.79; Restricted Fund - \$7,688.17; Audit Fund - \$500.00; and Liability, Protection and Settlement Fund - \$39,480.63

Treasurer's Report

Personnel

Approved the stipends for pay periods ending November 28, 2015, December 12, 2015, and December 26, 2015.

PRESIDENT'S REPORT

Dr. Corcoran reported today marked the first day of classes for the spring semester and he was pleased with the way everything ran so smoothly. Everyone seemed to know where they needed to go without any problems. He believes this can be attributed to recent attendance at the new student orientation programs, facilitated by Quintin Overocker and Aseret Loveland under the direction of Mark Grzybowski. Despite the weather not always being ideal when holding these sessions, turnout has been terrific, so kudos to Quintin and Aseret on a job well done. The work that has been done so far by the College's agriculture program-expansion steering committee is very impressive. Every meeting with the large group has been positive and productive. Dr. Corcoran is very happy that Trustee Laurie Bonucci is a member and key contributor to the discussions. Special recognition was given to Reed Wilson for working so closely with Jill Guynn and the University of Illinois Extension for making this project a priority. A summary of where things stand was prepared by Reed and distributed to every board member. Coincidentally, although the College has been fortunate to work closely with University of Illinois Extension and the College of ACES, Dr. Corcoran received calls in the last two days from Illinois State University and Southern Illinois University about their interest in also working with IVCC on transfer opportunities for our agriculture students. Dr. Corcoran is looking forward to discussing start-up costs for this initiative with the board's Audit/Finance Committee on February 1. Athletic Director Cory Tomasson reported recently that the Athletic Department's overall GPA for the fall semester was a very impressive 3.02. IVCC student athletes, coaches and support staff should be commended for a job well done. Dr. Corcoran hopes that board members who were able to arrive a bit early before the board meeting and checked out the student center and cyber café were impressed with the student-life space. As a reminder the official grand opening is scheduled for Tuesday, January 19th at 11 a.m. If board members were planning to attend, they were to let Jeanne or Dr. Corcoran know so that they will be properly recognized at this important event. Dr. Corcoran thanked the board members and foundation directors who were able to attend the staff holiday luncheon on December 18. Their presence and ongoing support means a lot to IVCC's hardworking employees.

COMMITTEE REPORTS

Mr. Mallery reported the ICCTA Board of Representatives cancelled its February 2016 meeting held in conjunction with the ACCT NLS in Washington, D.C. and replaced it with an in-state board meeting via conference call at 10 a.m. on Saturday, January 23, 2016. ICCTA would like to know ahead of time how many representatives are planning to participate in the conference call.

PROPOSAL RESULTS – TRUCK DRIVER TRAINING TRACTOR AND TRAILER LEASE

It was moved by Dr. Driscoll and seconded by Mr. Mallery to approve the administration to enter into a 60-month lease with CIT Group Leasing, Inc. at \$3,470 per month plus a 14 cent per mile maintenance fee per vehicle for two (2) 2017 Volvo 630 tractors and a 60-month lease with PAL Trailer Leasing for two (2) 2016 Hyundai trailers at \$750 per month. Motion passed by voice vote.

ELIMINATION OF FINANCIAL SUPPORT FOR THE ILLINOIS SMALL BUSINESS DEVELOPMENT CENTER (IL SBDC) AT THE END OF CALENDAR YEAR 2016

It was moved by Ms. Goetz and seconded by Dr. Huffman to discontinue IVCC's financial responsibilities for sponsoring SBDC state grants and allow the administration to facilitate the transition of the IL SBDC to another grantee at the end of calendar year 2016. Furthermore, the Board approved terminating the employment relationship with the director of the SBDC, Beverly Malooley, and Business Specialist, Gina Czubachowski, at the end of the calendar grant year, December 31, 2016. Motion passed by voice vote.

TRANSFER OF FUNDS FOR CLASSROOM TECHNOLOGY IMPROVEMENT

It was moved by Mr. Solon and seconded by Dr. Driscoll to transfer \$40,640 from the Auxiliary Enterprise Fund to the Education Fund for Classroom Technology Improvements. Motion passed by voice vote.

BOARD POLICIES (SECOND READING)

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to approve the changes to the Board Policies as presented and approve the new Board Policy – Credit Hour as presented. Mr. Mallery had concerns on some of the policies. It was moved by Dr. Driscoll and seconded by Mr. Burnette to table this agenda item until Mr. Mallery's concerns were addressed. Motion passed by voice vote.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Dr. Driscoll and seconded by Dr. Huffman to convene a closed session at 6:42 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) probable litigation; 3) collective negotiations; and 4) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 6:45 p.m. On a motion by Mr. Mallery and seconded by Dr. Huffman, the regular meeting resumed at 9:55 p.m. Motion passed by voice vote.

EMPLOYEE DISCIPLINE – POSSIBLE FACULTY SUSPENSION

No action was taken on this agenda item.

CLOSED SESSION MINUTES

It was moved by Ms. Goetz and seconded by Dr. Driscoll to approve and retain the closed session minutes of the December 10, 2015 Board meeting. Motion passed by voice vote.

OTHER

None.

ADJOURNMENT

Ms. Olivero declared the meeting adjourned at 9:56 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JANUARY 2016

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – January 2016

Revenues

- As of January 29, the headcount for spring semester is 3,203, which is 171 students less than at the same point in time last year. Credit hours for spring 2016 decreased by 2,046, or 6.83 percent, for a total of 27,925, from this point in time one year ago. Total credit hours for the FY2016 budget were level with FY2015. It will take an additional 2,821 credit hours to make this goal. Registrations for the second eight weeks which begins on March 14 will put us closer to making the budgeted number of credit hours.

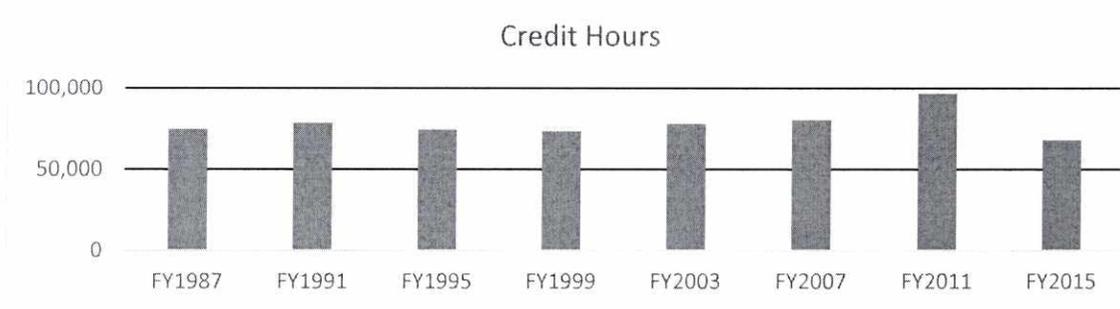
Below is a chart comparing FY2016 credit hours to FY2015:

	FY2015	FY2016	Difference	% Difference
Summer*	6,020	6,166	146	2.4%
Fall*	31,533	30,690	(843)	(2.7%)
Spring**	30,049	27,925	(2,124)	(7.1%)
Total	67,602	64,781	(2,821)	(4.2%)

*As reported to ICCB – students attended past midterm point of the semester

**Current statistics as of January 29

Historically, credit hours were very consistent 1987 through 2007. It is only in the last five years that we have seen highs and lows.



- Since the State has not adopted a FY2016 budget, there have been no payments for MAP (Monetary Award Program) grants, base operating grants or equalization grants for FY2016. The College has covered these expenditures with reserve funds. In the previous fiscal year as of January 31, 2015, the College had received \$1,959,025 from the State - \$329,850 for MAP funding; \$106,546 for Adult Education, and the remainder for base operating grants. The Governor's Budget Address is scheduled for February 17. The primary election is scheduled for March 15.
- Pending before the LaSalle County Board of Review are 14 property tax appeals each asking for in excess of \$100,000 in reduction of assessed value. A reduction of more than \$3.5 million is being requested for all 14 properties. These hearings include O'Neal Metals asking for a reduction of \$530,000; Farm & Fleet asking for a reduction of \$466,000, and Con-way Freight asking for \$921,983.

Expenditures

College operations are continuing as normal despite no State budget. Some of the more significant variances in expenditures for the seven months ending January 31, 2016, include the following:

Fund 01 – Education Fund – Instruction – Fixed Charges – Ottawa Center annual rent payment of \$132,000; Truck Driver Training program truck and trailer rental of \$25,150;

Fund 01 – Education Fund – Academic Support – Contractual – library services - \$11,000; software renewals - \$47,850; Blackboard annual fee - \$75,000;

Fund 01 – Education Fund – Institutional Support – Contractual – legal services \$41,685; computer services from Burwood Group - \$70,850; Ellucian administrative software annual fees - \$220,750; marketing plan consultant - \$63,000; health insurance consultant – \$8,000;

Fund 02 – Operations & Maintenance Fund – Operations & Maintenance of Plant – Fixed Charges – includes \$61,053 annual property insurance premium;

Fund 06 – Restricted Fund – Instruction – Materials & Supplies – includes NAEYC dues of \$6,500, INAM grant purchases of \$19,700, and Inspire Illinois grant purchases of \$15,000;

Fund 12 – Liability, Protection & Settlement Fund – Institutional Support – Contractual Services – includes annual insurance consulting fee of \$4,950, background checks – \$5,577; tort-related legal expenses of \$8,900, Spring All-Staff presenter fee of \$8,000; \$10,325 in expenses connected with the June 2015 Truck Driver Training accident; and \$8,000 for training software for Title IX compliance;

Fund 12 – Liability, Protection & Settlement Fund – Institutional Support – Fixed Charges – includes liability insurance - \$58,035; workers' compensation insurance - \$131,643; and athletic insurance and claims of \$43,725.

Protection, Health & Safety Projects:

- Building A Air Handler/Chiller Replacement – air handler and chiller are installed; continuing with controls and test and balance;
- Building B Air Handler/Chiller Replacement –pre bid meeting February 11; bid opening February 25; installation planned for winter 2016;
- Building D Air Handler/Chiller Replacement – approved by ICCB with installation planned for winter 2017;
- Lecture Hall D225 Renovation – construction bids submitted for approval; asbestos removal bids due February 11; completion scheduled for early August 2016.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 January 31, 2016

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ (287,638)	\$ 2,291,003	\$ 175,249	\$ 423,456	\$ 226,609			\$ 2,828,679
Investments	6,989,802	10,160,509	633,170	480,194	-			18,263,675
Receivables								
Property taxes	7,911,385	1,797,330	265,000	-	-			9,973,715
Governmental claims	-	73,600	-	-	351,862			425,462
Tuition and fees	2,084,502	476	-	52,284	85			2,137,347
Due from other funds	1,182,591		28		2,396			1,185,015
Due from student groups								-
Bookstore inventories	-	-	-	1,008,000	-			1,008,000
Other assets	72,862	51,436	-	-	-		937,801	1,062,099
Fixed assets - net where applicable	-	-	-	8,358	-	61,977,676	-	61,986,034
Other debits								
Amount available in Debt Service Fund	-		-		-			-
Amount to be provided to retire debt	-		-		-		(672,801)	(672,801)
Other Debits	<u>\$17,953,504</u>	<u>\$14,374,354</u>	<u>\$ 1,073,447</u>	<u>\$ 1,972,292</u>	<u>\$ 580,952</u>	<u>\$61,977,676</u>	<u>\$ 265,000</u>	<u>\$ 98,197,225</u>

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 January 31, 2016

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 85,321	\$ -	\$ 3,146	\$ 23,756	\$ 6,845			\$ 119,068
Accrued salaries & benefits	1,423,303	25,328	-	20,198	-			1,468,829
Post-retirement benefits & other	62,839	-	-	-	-			62,839
Unclaimed property	1,420	2,407	-	-	18			3,845
Due to other funds	210,709	511,966	-	109,797	352,543			1,185,015
Due to student groups/deposits	55,451	-	-	35	221,546			277,032
Deferred revenue								-
Property taxes	3,958,411	899,275	132,500	-	-			4,990,186
Tuition and fees	-	-	-	-	-			-
Grants	-	-	-	-	-			-
Bonds payable	-	-	-	-	-		265,000	265,000
Total liabilities	<u>5,797,454</u>	<u>1,438,976</u>	<u>135,646</u>	<u>153,786</u>	<u>580,952</u>	<u>-</u>	<u>265,000</u>	<u>8,371,814</u>
Equity and Other Credits								
Investment in general fixed assets						61,977,676		61,977,676
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for restricted purposes		12,935,378						12,935,378
Reserved for building purposes								-
Reserved for audit								-
Reserves - working cash								-
Reserved for debt service			937,801					937,801
Reserved for Liab., Prot., Settl.								-
Unreserved	<u>12,156,050</u>	<u>-</u>	<u>-</u>	<u>1,818,506</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,974,556</u>
Total equity and other credits	<u>12,156,050</u>	<u>12,935,378</u>	<u>937,801</u>	<u>1,818,506</u>	<u>-</u>	<u>61,977,676</u>	<u>-</u>	<u>89,825,411</u>
Total Liabilities, Equity and Other Credits	<u>\$17,953,504</u>	<u>\$14,374,354</u>	<u>\$ 1,073,447</u>	<u>\$ 1,972,292</u>	<u>\$ 580,952</u>	<u>\$61,977,676</u>	<u>\$ 265,000</u>	<u>\$ 98,197,225</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 2016 Revenues & Expenditures by Fund
 For the seven months ended January 31, 2016

	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	\$ 15,278,537	\$ 1,999,731	\$ 1,495,271	\$ 1,262,148	\$ 17,094	\$ 1,267,705	\$ 2,981,569	\$ 279,970	\$ 38,967	\$ 24,620,992
Actual Expenditures	(11,384,580)	(1,321,490)	(1,584,383)	(1,264,375)	-	(1,759,680)	(3,291,337)	(607,590)	(32,475)	(21,245,910)
Other Financing Sources (Uses)	30,640	-	-	-	-	(40,640)	10,000	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	3,924,597	678,241	(89,112)	(2,227)	17,094	(532,615)	(299,768)	(327,620)	6,492	3,375,082
Fund balances July 1, 2015	4,839,886	2,713,329	6,491,424	1,437,892	4,733,968	2,351,119	(10,821)	2,362,973	29,780	24,949,550
Fund balances January 31, 2016	<u>\$ 8,764,483</u>	<u>\$ 3,391,570</u>	<u>\$ 6,402,312</u>	<u>\$ 1,435,665</u>	<u>\$ 4,751,062</u>	<u>\$ 1,818,504</u>	<u>\$ (310,589)</u>	<u>\$ 2,035,353</u>	<u>\$ 36,272</u>	<u>\$ 28,324,632</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016**

	<u>Annual Budget FY2016</u>	<u>Actual 1/31/16</u>	<u>Act/Budget 58.3%</u>	<u>Actual 1/31/15</u>	<u>Act/Budget 58.3%</u>	<u>Annual Budget FY2015</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,826,706	\$ 6,718,791	98.4%	\$ 6,768,292	100.1%	\$ 6,762,916
Corporate Personal Property Replacement Tax	873,556	392,418	44.9%	387,190	48.5%	798,556
TIF Revenues	381,000	295,158	77.5%	315,462	82.8%	381,000
Total Local Government	<u>8,081,262</u>	<u>7,406,367</u>	91.6%	<u>7,470,944</u>	94.1%	<u>7,942,472</u>
State Government:						
ICCB Credit Hour Grant	2,009,096	-	0.0%	791,234	41.1%	1,923,233
Equalization	50,000	-	0.0%	16,667	33.3%	50,000
Career/Technical Education Formula Grant	165,000	-	0.0%	98,465	59.7%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,224,096</u>	<u>-</u>	0.0%	<u>906,366</u>	42.4%	<u>2,138,233</u>
Federal Government						
PELL Administrative Fees	8,300	345	4.2%	-	0.0%	10,000
Total Federal Government	<u>8,300</u>	<u>345</u>	4.2%	<u>-</u>	0.0%	<u>10,000</u>
Student Tuition and Fees:						
Tuition	7,451,219	6,839,833	91.8%	6,792,662	91.8%	7,399,631
Fees	897,300	805,297	89.7%	852,504	88.2%	966,527
Total Tuition and Fees	<u>8,348,519</u>	<u>7,645,130</u>	91.6%	<u>7,645,166</u>	91.4%	<u>8,366,158</u>
Other Sources:						
Public Service Revenue	428,950	168,434	39.3%	277,889	67.1%	413,960
Nongovernmental Gifts	-	-	0.0%	-	0.0%	40,000
Other	90,102	58,261	64.7%	51,003	46.6%	109,472
Total Other Sources	<u>519,052</u>	<u>226,695</u>	43.7%	<u>328,892</u>	58.4%	<u>563,432</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,181,229</u>	<u>15,278,537</u>	79.7%	<u>16,351,368</u>	86.0%	<u>19,020,295</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,915,712	5,036,861	56.5%	5,188,837	58.3%	8,893,252
Employee Benefits	1,585,859	1,090,894	68.8%	1,190,652	75.9%	1,567,960
Contractual Services	147,647	40,679	27.6%	39,423	28.0%	140,588
Materials & Supplies	461,421	158,131	34.3%	190,972	43.3%	441,166
Conference & Meeting Expenses	92,169	29,399	31.9%	18,758	26.5%	70,829
Fixed Charges	197,500	158,710	80.4%	185,262	84.4%	219,500
Utilities	-	-	0.0%	-	0.0%	600
Capital Outlay	4,094	-	0.0%	-	0.0%	3,245
Other	-	-	0.0%	20	0.0%	-
Total Instruction	<u>\$ 11,404,402</u>	<u>\$ 6,514,674</u>	57.1%	<u>\$ 6,813,924</u>	60.1%	<u>\$ 11,337,140</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Academic Support:						
Salaries	\$ 692,859	\$ 396,953	57.3%	\$ 389,031	57.8%	\$ 672,958
Employee Benefits	144,988	97,620	67.3%	106,070	78.8%	134,630
Contractual Services	172,207	136,482	79.3%	119,205	71.3%	167,246
General Materials & Supplies	473,885	193,026	40.7%	102,704	42.1%	243,898
Conference & Meeting Expenses	11,445	2,010	17.6%	1,371	11.5%	11,885
Fixed Charges	-	-	0.0%	300	0.0%	-
Utilities	25,343	12,332	48.7%	15,680	62.0%	25,283
Capital Outlay	78,750	31,890	40.5%	16,595	1952.4%	850
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,599,477</u>	<u>870,313</u>	<u>54.4%</u>	<u>750,956</u>	<u>59.8%</u>	<u>1,256,750</u>
Student Services:						
Salaries	1,226,134	760,937	62.1%	691,765	57.9%	1,194,194
Employee Benefits	322,348	203,599	63.2%	220,726	74.4%	296,852
Contractual Services	7,400	3,770	50.9%	4,565	73.0%	6,250
Materials & Supplies	54,260	25,095	46.2%	26,874	50.2%	53,560
Conference & Meeting Expenses	22,955	8,217	35.8%	6,706	32.4%	20,675
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,633,097</u>	<u>1,001,618</u>	<u>61.3%</u>	<u>950,636</u>	<u>60.5%</u>	<u>1,571,531</u>
Public Services/Continuing Education:						
Salaries	453,520	265,695	0.0%	297,868	66.8%	445,953
Employee Benefits	51,310	44,058	85.9%	49,710	95.7%	51,932
Contractual Services	224,150	118,703	53.0%	130,282	49.5%	263,250
Materials & Supplies	78,350	57,750	73.7%	48,701	57.3%	85,025
Conference & Meeting Expenses	19,465	5,601	28.8%	5,419	43.3%	12,510
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	534	0.0%	-
Total Public Services/Continuing Education	<u>826,795</u>	<u>491,807</u>	<u>59.5%</u>	<u>532,514</u>	<u>62.0%</u>	<u>858,670</u>
Institutional Support:						
Salaries	1,792,349	1,060,326	59.2%	1,034,822	61.4%	1,686,123
Employee Benefits	486,552	355,138	73.0%	379,886	75.2%	505,137
Contractual Services	623,325	458,242	73.5%	481,333	89.9%	535,329
Materials & Supplies	502,230	259,885	51.7%	313,948	64.8%	484,584
Conference & Meeting Expenses	60,750	22,360	36.8%	14,492	21.7%	66,900
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	9,628	5,427	56.4%	9,751	86.8%	11,228
Capital Outlay	157,250	94,555	60.1%	386,434	51.4%	751,280
Other	24,375	(506)	-2.1%	(852)	-2.1%	41,000
Provision for Contingency	151,767	-	0.0%	-	0.0%	-
Total Institutional Support	<u>3,808,226</u>	<u>2,255,427</u>	<u>59.2%</u>	<u>2,619,814</u>	<u>64.2%</u>	<u>4,081,581</u>
Scholarships, Grants and Waivers	488,750	250,741	51.3%	305,039	51.8%	588,700
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,760,747</u>	<u>\$ 11,384,580</u>	<u>57.6%</u>	<u>\$ 11,972,883</u>	<u>60.8%</u>	<u>\$ 19,694,372</u>
INTERFUND TRANSFERS - NET	<u>\$ 580,268</u>	<u>\$ 30,640</u>	<u>0.0%</u>	<u>\$ (14,805)</u>	<u>0.0%</u>	<u>\$ 751,280</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016**

OPERATIONS & MAINTENANCE FUND REVENUES	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Local Government Sources:						
Current Taxes	\$ 1,197,142	\$ 1,192,936	99.6%	\$ 1,207,080	100.1%	\$ 1,206,048
Corporate Personal Property Replacement Tax	165,921	69,250	41.7%	68,328	48.5%	140,921
TIF	127,000	98,386	77.5%	105,154	82.8%	127,000
Total Local Government	<u>1,490,063</u>	<u>1,360,572</u>	<u>91.3%</u>	<u>1,380,562</u>	<u>93.7%</u>	<u>1,473,969</u>
State Government:						
ICCB Credit Hour Grant	174,704	-	0.0%	139,629	41.1%	339,394
Total State Government	<u>174,704</u>	<u>-</u>	<u>0.0%</u>	<u>139,629</u>	<u>41.1%</u>	<u>339,394</u>
Student Tuition and Fees:						
Tuition	610,408	558,022	91.4%	569,054	96.6%	589,134
Total Tuition and Fees	<u>610,408</u>	<u>558,022</u>	<u>91.4%</u>	<u>569,054</u>	<u>96.6%</u>	<u>589,134</u>
Other Sources:						
Facilities Revenue	125,000	78,806	63.0%	71,868	62.5%	115,000
Investment Revenue	1,500	1,571	104.7%	886	44.3%	2,000
Other	-	760	0.0%	8,163	-	-
Total Other Sources	<u>126,500</u>	<u>81,137</u>	<u>64.1%</u>	<u>80,917</u>	<u>69.2%</u>	<u>117,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,401,675	\$ 1,999,731	83.3%	\$ 2,170,162	86.1%	\$ 2,519,497

OPERATIONS & MAINTENANCE FUND	Annual Budget FY2016	Actual 01/31/16	Act/Budget 58.3%	Actual 01/31/15	Act/Budget 58.3%	Annual Budget FY2015
Operations & Maintenance of Plant:						
Salaries	\$ 870,560	\$ 521,674	59.9%	\$ 495,731	57.7%	\$ 858,848
Employee Benefits	261,511	169,976	65.0%	223,436	83.9%	266,394
Contractual Services	196,000	103,015	52.6%	187,177	104.8%	178,550
General Materials & Supplies	224,070	72,281	32.3%	90,900	41.6%	218,470
Conference & Meeting Expenses	5,675	220	3.9%	451	26.1%	1,725
Fixed Charges	69,750	61,995	88.9%	69,295	104.6%	66,250
Utilities	649,713	403,731	62.1%	332,185	45.7%	726,900
Capital Outlay	94,000	9,846	10.5%	-	0.0%	626,038
Provision for Contingency	25,000	-	0.0%	-	0.0%	-
Other	(63,000)	(63,000)	0.0%	(63,000)	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,333,279</u>	<u>1,279,738</u>	<u>54.8%</u>	<u>1,336,175</u>	<u>46.4%</u>	<u>2,880,175</u>
Institutional Support:						
Salaries	48,149	25,892	53.8%	25,584	51.6%	49,556
Employee Benefits	10,297	7,882	76.5%	8,045	83.2%	9,665
Contractual Services	1,500	2,491	166.1%	2,491	166.1%	1,500
Materials & Supplies	3,450	1,277	37.0%	1,366	37.9%	3,601
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	5,000	4,210	84.2%	4,210	84.2%	5,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>68,396</u>	<u>41,752</u>	<u>61.0%</u>	<u>41,696</u>	<u>60.1%</u>	<u>69,322</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,401,675	\$ 1,321,490	55.0%	\$ 1,377,871	46.7%	\$ 2,949,497

Illinois Valley Community College District No. 513
 Fiscal Year 2016 Budget to Actual Comparison
 For the seven months ended January 31, 2016

	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,496,428	\$ 1,491,169	99.6%	\$ 1,488,430	99.3%	\$ 1,498,515
State Government Sources	235,000	-	0.0%	-	0.0%	2,000,000
Investment Revenue	3,572	4,102	114.8%	2,721	34.0%	8,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>\$ 1,735,000</u>	<u>1,495,271</u>	86.2%	<u>1,491,151</u>	42.5%	<u>3,506,515</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	43,490	0.0%	(41,850)	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	2,977,071	1,540,893	51.8%	599,417	17.1%	3,500,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>\$ 2,977,071</u>	<u>1,584,383</u>	53.2%	<u>557,567</u>	15.9%	<u>3,500,000</u>
INTERFUND TRANSFERS - NET	<u>\$ -</u>	<u>\$ -</u>		<u>\$ 270,000</u>		<u>\$ 270,000</u>
BOND & INTEREST FUND						
	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Local Government Sources						
Current Taxes	\$ 1,267,175	\$ 1,261,255	99.5%	\$ 1,265,546	99.9%	\$ 1,266,316
Investment Revenue	1,000	893	89.3%	774	22.1%	3,500
TOTAL BOND & INTEREST FUND REVENUES	<u>1,268,175</u>	<u>1,262,148</u>	99.5%	<u>1,266,320</u>	99.7%	<u>1,269,816</u>
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ 1,245,000	1,245,000	100.0%	1,215,000	100.0%	1,215,000
Interest on Bonds	22,188	18,875	85.1%	32,544	0.0%	51,425
Fees	500	500	100.0%	500	100.0%	500
					0.0%	
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,267,688</u>	<u>\$ 1,264,375</u>	99.7%	<u>\$ 1,248,044</u>	98.5%	<u>\$ 1,266,925</u>
WORKING CASH FUND						
	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Investment Revenue	\$ 20,000	\$ 17,094	85.5%	\$ 7,247	29.0%	\$ 25,000
TOTAL WORKING CASH REVENUES	<u>20,000</u>	<u>17,094</u>	85.5%	<u>7,247</u>	29.0%	<u>25,000</u>
Transfers In (Out)	<u>\$ (70,000)</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>		<u>\$ -</u>

Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016

AUXILIARY ENTERPRISES FUND	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Service Fees	\$ 2,385,600	\$ 1,264,812	53.0%	\$ 1,584,642	71.1%	\$ 2,228,700
Other Revenue	-	2,038	0.0%	40	0.0%	-
Investment Revenue	3,000	855	28.5%	1,028	22.8%	4,500
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,388,600	1,267,705	53.1%	1,585,710	71.0%	2,233,200

AUXILIARY ENTERPRISES FUND	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Salaries	\$ 339,239	195,773	57.7%	185,841	55.3%	336,026
Employee Benefits	89,872	55,209	61.4%	63,815	69.1%	92,335
Contractual Services	42,230	28,612	67.8%	26,061	57.8%	45,050
Materials & Supplies	1,973,765	1,359,294	68.9%	1,636,912	82.9%	1,975,230
Conference & Meeting	28,430	15,261	53.7%	10,675	40.4%	26,456
Fixed Charges	45,150	41,031	90.9%	13,539	30.0%	45,150
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	5,748	-	0.0%	-	0.0%	3,838
Other	111,500	64,500	57.8%	63,038	600.4%	10,500
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,635,934	1,759,680	66.8%	1,999,881	78.9%	2,534,585

Transfer In (Out)	\$ (475,336)	\$ (40,640)	0.0%	\$ 61,414	0.0%	\$ 338,586
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RESTRICTED PURPOSES FUND	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Local Government Sources	\$ -	\$ -	0.0%	\$ 4,117	0.0%	\$ -
State Government Sources	313,970	41,905	13.3%	905,369	231.7%	390,814
Federal Government Sources	5,826,932	2,750,514	47.2%	3,884,523	57.4%	6,765,584
Service Fees	3,000	1,430	47.7%	16,328	544.3%	3,000
Nongovernmental gifts or grants	58,768	187,490	0.0%	351,885	0.0%	60,000
Other Revenue	-	230	0.0%	7,263	0.0%	-
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 6,202,670	2,981,569	48.1%	5,165,368	71.5%	7,219,398

RESTRICTED PURPOSES FUND	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Instruction:						
Salaries	\$ 474,258	269,116	56.7%	246,935	49.9%	495,023
Employee Benefits	108,540	88,923	81.9%	78,034	69.8%	111,838
Contractual Services	25,135	18,587	73.9%	56,080	74.0%	75,830
Materials & Supplies	57,846	48,413	83.7%	77,941	62.5%	124,746
Conference & Meeting	24,339	13,251	54.4%	15,291	24.2%	63,266
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	2,500	1,121	44.8%	1,176	89.5%	1,314
Capital Outlay	-	38,195	0.0%	423,096	200.0%	211,541
Other	-	-	0.0%	300	0.0%	-
Total Instruction	\$ 692,618	\$ 477,606	69.0%	\$ 898,853	83.0%	\$ 1,083,558

Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016

RESTRICTED PURPOSES FUND	Annual Budget FY2016	Actual 1/31/16	Act/Budget 58.3%	Actual 1/31/15	Act/Budget 58.3%	Annual Budget FY2015
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	5,000	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>5,000</u>	<u>0.0%</u>	<u>-</u>
Student Services						
Salaries	189,882	114,661	60.4%	111,365	59.4%	187,602
Employee Benefits	77,435	58,175	75.1%	49,212	71.9%	68,484
Contractual Services	2,150	1,387	64.5%	4,953	213.5%	2,320
Materials & Supplies	2,100	2,105	100.2%	1,671	30.9%	5,400
Conference & Meeting	3,071	1,460	47.5%	1,361	22.3%	6,112
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	16,014	3,000	18.7%	11,300	56.5%	20,000
Total Student Services	<u>290,652</u>	<u>180,788</u>	<u>62.2%</u>	<u>179,862</u>	<u>62.0%</u>	<u>289,918</u>
Public Service						
Salaries	149,970	70,453	47.0%	104,554	68.5%	152,530
Employee Benefits	39,999	19,135	47.8%	30,384	87.2%	34,845
Contractual Services	500	2,067	413.4%	2,608	434.7%	600
Materials & Supplies	1,731	290	16.8%	3,510	154.3%	2,275
Conference & Meeting	2,800	3,919	0.0%	9,945	209.4%	4,750
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	198	0.0%	99	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Service	<u>195,000</u>	<u>96,062</u>	<u>49.3%</u>	<u>151,100</u>	<u>77.5%</u>	<u>195,000</u>
Operations and Maintenance of Plant						
Contractual Services	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	73,600
Total Operations & Maintenance of Plant	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>73,600</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 88,364	\$ 76,074	86.1%	\$ 62,429	68.1%	\$ 91,689
Total Institutional Support	<u>88,364</u>	<u>76,074</u>	<u>86.1%</u>	<u>62,429</u>	<u>68.1%</u>	<u>91,689</u>
Student grants and waivers (PELL & SEOG)	<u>4,987,268</u>	<u>2,460,807</u>	<u>49.3%</u>	<u>4,026,287</u>	<u>73.3%</u>	<u>5,495,633</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u><u>6,253,902</u></u>	<u><u>\$ 3,291,337</u></u>	<u><u>52.6%</u></u>	<u><u>\$ 5,323,531</u></u>	<u><u>73.6%</u></u>	<u><u>\$ 7,229,398</u></u>
Transfer In (Out)	<u><u>\$ 26,482</u></u>	<u><u>\$ 10,000</u></u>	<u><u>0.0%</u></u>	<u><u>\$ 29,805</u></u>	<u><u>0.0%</u></u>	<u><u>\$ (15,000)</u></u>

**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the seven months ended January 31, 2016**

	<u>Annual Budget FY2016</u>	<u>Actual 1/31/16</u>	<u>Act/Budget 58.3%</u>	<u>Actual 1/31/15</u>	<u>Act/Budget 58.3%</u>	<u>Annual Budget FY2015</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 270,255	\$ 268,149	99.2%	\$ 250,024	95.9%	\$ 260,808
Investment Revenue	5,000	6,062	121.2%	(4,877)	-19.5%	25,000
Other	-	5,759	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>275,255</u>	<u>279,970</u>	101.7%	<u>245,147</u>	85.8%	<u>285,808</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Operations & Maintenance of Plant						
Contractual Services	\$ 356,550	\$ 212,443	59.6%	\$ 204,401	58.2%	\$ 351,500
Material & Supplies	330	118	35.8%	437	174.8%	250
Conference & Meeting	500	289	57.8%	282	56.4%	500
Utilities	550	234	0.0%	286	0.0%	500
Capital Outlay	-	55,151	-	-	-	-
Total for Operations & Maintenance of Plant	\$ 357,930	\$ 268,235	74.9%	\$ 205,406	58.2%	\$ 352,750
Institutional Support						
Salaries	\$ 90,462	\$ 48,582	53.7%	\$ 45,610	61.9%	\$ 73,689
Employee Benefits	211,001	7,434	8.2%	7,474	3.4%	217,616
Contractual Services	23,150	45,196	195.2%	11,399	39.3%	29,000
Materials & Supplies	1,550	154	0.0%	24	2.4%	1,000
Conference & Meeting	-	2,000	0.0%	-	0.0%	-
Fixed Charges	319,850	235,989	73.8%	287,856	79.6%	361,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>646,013</u>	<u>339,355</u>	52.5%	<u>352,363</u>	51.6%	<u>682,805</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,003,943</u>	<u>\$ 607,590</u>	60.5%	<u>\$ 557,769</u>	53.9%	<u>\$ 1,035,555</u>
AUDIT FUND						
Local Government Sources	\$ 37,708	\$ 38,957	103.3%	\$ 36,196	102.6%	\$ 35,277
Investment Revenue	250	10	0.0%	24	0.0%	-
TOTAL AUDIT FUND REVENUES	<u>37,958</u>	<u>38,967</u>	102.7%	<u>36,220</u>	102.7%	<u>35,277</u>
AUDIT FUND						
Contractual Services	35,000	32,475	92.8%	28,700	80.4%	35,700
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 35,000</u>	<u>\$ 32,475</u>	92.8%	<u>\$ 28,700</u>	80.4%	<u>\$ 35,700</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
All Funds - By Budget Officer
For the seven months ended January 31, 2016**

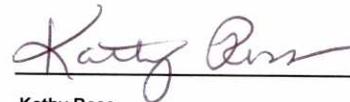
<u>Department</u>	<u>Annual Budget FY2016</u>	<u>Actual 1/31/2016</u>	<u>Act/Budget 58.3%</u>	<u>Explanation</u>
President	\$ 327,955	\$ 206,781	63.1%	
Board of Trustees	14,450	12,508	86.6%	ICCTA Annual Dues
Community Relations	471,445	304,694	64.6%	
Continuing Education	999,560	581,946	58.2%	
Facilities	5,285,350	2,864,121	54.2%	
Information Technologies	2,250,342	1,344,628	59.8%	
Academic Affairs	315,414	205,029	65.0%	
Academic Affairs (AVPCE)	663,320	503,675	75.9%	Ottawa Center annual rent; TDT truck leases
Adult Education	498,204	255,112	51.2%	
Learning Technologies	686,110	400,167	58.3%	
Career & Tech Education Division	1,757,289	846,760	48.2%	
Natural Science & Business Division	2,356,277	1,339,805	56.9%	
Humanities & Fine Arts/Social Science Division	1,975,607	1,295,799	65.6%	
Health Professions Division	2,209,935	1,262,554	57.1%	
English, Mathematics, Education Division	2,776,921	1,564,735	56.3%	
Admissions & Records	390,144	233,063	59.7%	
Counseling	644,907	402,258	62.4%	
Student Services	170,125	95,314	56.0%	
Financial Aid	5,449,406	2,764,764	50.7%	Includes financial aid for summer and fall semesters
Athletics	248,628	150,541	60.5%	
TRiO (Student Success Grant)	290,652	180,788	62.2%	
Campus Security	355,780	267,161	75.1%	\$55,000 final payment for DAS project
Business Services/General Institution	2,257,524	1,824,224	80.8%	Annual bond payment
Risk Management	638,163	340,430	53.3%	
Tuition Waivers	553,750	250,740	45.3%	
Purchasing	87,443	55,331	63.3%	
Human Resources	128,966	70,969	55.0%	
Bookstore	2,201,887	1,496,274	68.0%	
Shipping & Receiving	68,396	41,752	61.0%	
Copy Center	140,993	83,987	59.6%	
Total FY16 Expenditures	<u>\$ 36,214,943</u>	<u>\$ 21,245,910</u>	58.7%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended January 31, 2016

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ (324,127.69)	\$ 219,002.84	\$ 836,737.38	\$ 175,248.82	\$ 318,895.74	\$ (581,774.70)	\$ 1,448,053.50	\$ 15,178.04	\$ (145,045.58)	\$ 5,211.00	\$ 1,967,379.35
Total Receipts	403,105.69	36,893.82	303.60	50.29	287,271.32	46,844.45	415.50	4.36	5,759.00	11,078.00	\$ 791,726.03
Total Cash	78,978.00	255,896.66	837,040.98	175,299.11	606,167.06	(534,930.25)	1,448,469.00	15,182.40	(139,286.58)	16,289.00	2,759,105.38
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,815,720.00	-	-	500,000.00	-	100,000.00	-	-	-	-	2,415,720.00
Expenditures	(1,811,239.82)	(230,403.23)	(278,639.51)	-	(134,389.33)	(126,837.88)	-	-	(68,442.14)	-	(2,649,951.91)
ACCOUNT BALANCE	83,458.18	25,493.43	558,401.47	675,299.11	471,777.73	(561,768.13)	1,448,469.00	15,182.40	(207,728.72)	16,289.00	2,524,873.47
Deposits in Transit	(12,238.24)										(12,238.24)
Outstanding Checks	700,280.62										700,280.62
BANK BALANCE	771,500.56	25,493.43	558,401.47	675,299.11	471,777.73	(561,768.13)	1,448,469.00	15,182.40	(207,728.72)	16,289.00	3,212,915.85
Certificates of Deposit	-	-	-	-	248,000.00	-	2,395,491.76	-	2,100,000.00	-	4,743,491.76
Illinois Funds	4,258,138.11	2,731,663.69	3,404,817.88	633,170.16	232,194.03	141,446.54	900,835.76	2,317.50	21,138.01	-	12,325,721.68
CDB Trust Fund CTC			110,734.64								110,734.64
Bldg Reserve-ILLFund			1,083,733.68								1,083,733.68
Total Investment	\$ 4,258,138.11	\$ 2,731,663.69	\$ 4,599,286.20	\$ 633,170.16	\$ 480,194.03	\$ 141,446.54	\$ 3,296,327.52	\$ 2,317.50	\$ 2,121,138.01	\$ -	\$ 18,263,681.76

LaSalle State Bank	\$ 326,251.74
Centrue Bank	<u>2,886,664.11</u>
	<u>\$ 3,212,915.85</u>

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
January 31, 2016

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
3/26/2016							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
10/29/2016							1,000,000	1,000,000	MB	0.60%	0.60%	916139
11/7/2016						150,000		150,000	MB	0.65%	0.65%	915192
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
7/18/2017						996,048		997,492	MBS	1.24%	1.24%	RMB-02732'
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	
Total CD	-	-	-	-	248,000	2,394,048	2,100,000	4,743,492				

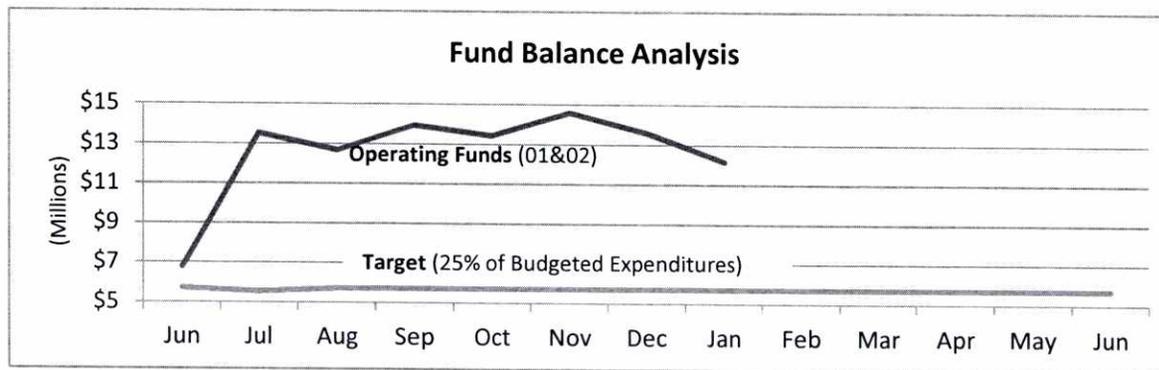
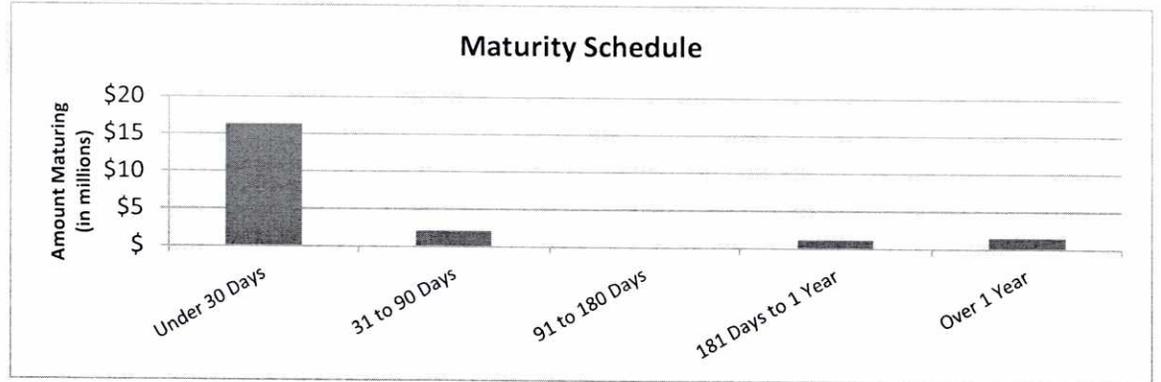
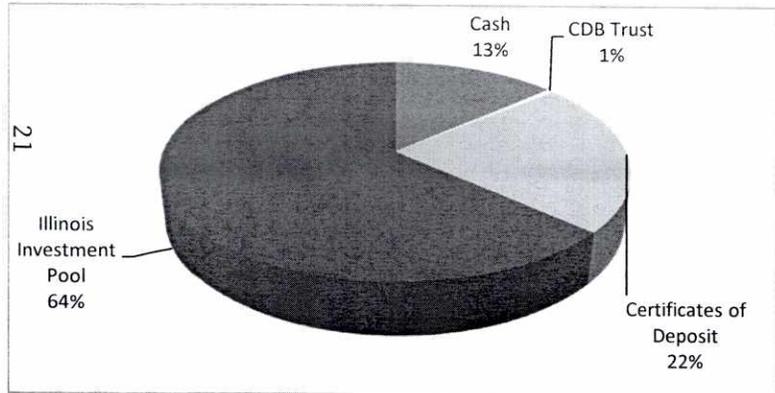
CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

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Illinois Valley Community College District No. 513
Investment Status Report
All Funds
January 31, 2016

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	13.4%	\$ 2,825,027	0.34%
CDB Trust	0.5%	110,728	0.10%
Certificates of Deposit	22.5%	4,743,492	0.70%
Illinois Investment Pool	63.6%	13,409,456	0.01%
Total		\$ 21,088,703	0.29%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 13,409,456			\$ 13,409,456	64%
Centrue Bank			2,449,881	2,449,881	12%
North Central Bank		1,000,000		1,000,000	5%
Heartland Trust Acct			110,728	110,728	1%
LaSalle State Bank		1,000,000	164,826	1,164,826	6%
First State Bank				-	0%
Multi Bank Securities		1,493,492		1,493,492	7%
Heartland Bank			210,320	210,320	1%
Marseilles Bank		1,250,000		1,250,000	6%
	\$ 13,409,456	\$ 4,743,492	\$ 2,935,755	\$ 21,088,703	100%



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\$5,000 and Over Disbursements.

01/01/16 -01/31/16

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
724464	01/05/16	0149548	Burwood Group	\$ 26,736.00	Cisco IP Phone Upgrade
724480	01/05/16	0103863	Graybar	6,616.91	Surveillance Equipment
724490	01/05/16	0138734	Krueger International	83,662.84	Furniture for Student Life Space & Cyber Café
724522	01/05/16	0204894	The NCHERM Group, LLC	8,000.00	Security Training
724524	01/05/16	0185171	United Analytical Services, Inc.	7,592.50	Asbestos Abatement/Building A Chiller/Air Handler Replacement*
724532	01/05/16	0001927	Walter J Zukowski & Associates	7,118.75	Legal Services
724534	01/06/16	0081443	American Express	17,629.00	CDW Government, Inc., Cengage Learning Inc.
724567	01/13/16	0001369	Ameren Illinois	34,534.97	Electricity (11/09/16-12/10/16)
724587	01/13/16	0190646	CNE Gas Division, LLC	8,652.97	Natural Gas (November)
724589	01/13/16	0174412	Demonica Kemper Architects	33,136.76	D225 Lecture Hall Renovations*
724593	01/13/16	0109033	Elsevier Science	15,188.80	Books for Resale
724612	01/13/16	0204397	Katom Restaurant Supply Inc.	5,693.41	Furniture Cyber Café
724647	01/13/16	0066555	United States Postal Service	12,000.00	Postage Meter Reimbursement
724659	01/14/16	0082994	Eureka Savings Bank	280,000.00	HSA Contributions (01/14/16)
724660	01/14/16	0082994	Eureka Savings Bank	50,000.00	HSA Contributions (01/14/16)
724661	01/14/16	0195549	Heartland Bank and Trust	265,416.67	HSA Contributions (01/14/16)
724662	01/14/16	0195549	Heartland Bank and Trust	50,000.00	HSA Contributions (01/14/16)
ACH			Internal Revenue Service	58,834.55	Federal Payroll Taxes (01/14/16)
ACH			Illinois Department of Revenue	14,020.50	State Payroll Taxes (01/14/16)
ACH			VALIC Retirement Services	14,109.44	403(b) & 457(b)Payroll (01/14/16)
724669	01/14/16	0082897	SURS	41,991.96	Payroll (01/14/15)
724695	01/21/16	0149548	Burwood Group	26,878.20	Cisco IP Phone Upgrade
724700	01/21/16	0089239	Castle Prin Tech	8,110.00	Continuing Education Spring 2016 Catalog
724701	01/21/16	0108916	CCIC	243,754.47	Health Insurance (January)
724709	01/21/16	0181795	G4S Secure Solutions (USA) Inc.	28,138.52	Security Services (December)
724727	01/21/16	0000950	Midland Paper Company	22,414.59	Multi-Purpose Paper
724747	01/21/16	0001450	Thyssenkrupp Elevator Corporation	5,730.40	Elevator Maintenance/Repair
724820	01/27/16	0147539	Anaca Technologies Ltd.	10,235.00	Career Cruising Software Renewal (Carl Perkins Grant)
724822	01/27/16	0188283	BrickStreet Mutual Insurance Company	11,912.00	Workers Compensation Insurance Audit Adjustment
724863	01/27/16	0126119	Vissering Construction Company	144,500.00	Exterior Door Replacement*
ACH			Internal Revenue Service	67,899.11	Federal Payroll Taxes (01/28/16)
ACH			Illinois Department of Revenue	16,575.25	State Payroll Taxes (01/28/16)
ACH			VALIC Retirement Services	15,302.94	403(b) & 457(b)Payroll (01/28/16)
724885	01/28/16	0082897	SURS	48,250.76	Payroll (01/28/16)

\$ 1,690,637.27

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 01/09/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Bruner, Joseph	LC Driver Improvement #1006	12/16/15	12/16/15	01/09/16	ST	140.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Fitzpatrick, Sara	Playing With Your Vegetables	12/16/15	12/16/15	01/09/16	ST	210.00	014110394151320	HLR-3513-312	* Playing With Your Vegetables	
Gibson, James	PLC Consulting Advantage Logistics	12/19/15	12/29/15	01/09/16	ST	1,525.00	014210331051320			
Jenrich, Chuck	Streator Dependable Training	12/18/15	12/18/15	01/09/16	ST	500.00	014210331051320	CEU-8237-12	Addressing Poor Performance	
Killian, Melissa	21 Sessions	12/27/15	01/09/16	01/09/16	ST	1,121.22	013230030851540			
Klieber, Tracie	Yoga Unique to You	10/27/15	12/17/15	01/09/16	ST	525.00	014110394151320	HLR-6218-10	Yoga Unique To You	
Knowlton, Amber	Additional Lab NUR 2201	12/08/15	12/08/15	01/09/16	ST	157.05	011420730051340			
Lesman, Emily	Meal Reimbursement	12/01/15	12/18/15	01/09/16	MI	7.50	011520910055210			
McGinnis, Rosemary	EMS Accreditation	08/17/15	08/17/15	01/09/16	ST	1,378.00	011420730051320			
Moskalewicz, James	35 Sessions	12/28/15	01/09/16	01/09/16	ST	2,234.75	013230030851540			
Prine, Renee	35 Sessions	12/27/15	01/09/16	01/09/16	ST	2,024.45	013230030851540			
Sack, Jane	7 Sessions	12/27/15	01/09/16	01/09/16	ST	492.30	013230030851540			
Scheri, Jennifer	Interim Director of Continuing Education	12/28/15	06/25/16	06/25/16	ST	400.00	014810342051110			
Total						10,715.27				

Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran 2/2/16
 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

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Stipends For Pay Period 01/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Abbott, Mark	MTH 0907 601	01/14/16	05/21/16	05/28/16	ST	\$3,213.00	011520910051320	MTH-0907-601	Intermediate Algebra	
Abel, Kimberly	NUR 1210 01 05 Program Coordinator	01/14/16	03/11/16	03/19/16	ST	\$892.00	011420730051320	NUR-1210-01	Mental Health Nursing Program Coordinator	
Aleksy, Donald	MGT 2220 300	01/14/16	05/21/16	05/28/16	ST	\$2,148.00	011220570051320	MGT-2220-300	Principles of Supervision	
Alvarado, Ruben	SPN 1001 630	01/14/16	05/21/16	05/28/16	ST	\$2,756.00	011120650051320	SPN-1001-630	Elementary Spanish I	
Anderson, Jeanette	DLA 1201 2201 2203	01/14/16	05/21/16	05/28/16	ST	\$5,958.00	011420730051320	DLA-2203-02	Chairside Assisting II	
Ault, Richard	8 Percussion Lessons	11/02/15	12/21/15	01/23/16	ST	\$256.00	011120650051340	MUP-2015-01	Applied Music Percussion	
Bach, Monica	FRS 2030 01	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120570051320	FRS-2030-01	Trace Evidence	
Baker, Kathryn	CSP 2203 100 2204 100	01/14/16	05/21/16	05/28/16	ST	\$5,376.00	011320410051320	CSP-2203-100	Microsoft Office Profess I and III	
Blaydes, Christine	Summer 2015 Overload	05/26/15	07/20/15	01/23/16	OV	\$1,920.00	011420730051340			
Bokus, Michael	CSP 2201 300	01/14/16	05/21/16	05/28/16	ST	\$1,671.75	011320410051320	CSP-2201-300	Help Desk/User Support	
Borkowski, Andrew	EMS 2200 01 300 Program Coordinator	01/14/16	05/21/16	05/28/16	ST	\$5,012.00	011420730051320	EMS-2201-300	EMT - Basic Program Coordinator	
Bouxsein, Barbara	CAD 1200 300	01/14/16	05/22/16	05/28/16	ST	\$2,506.00	011320410051320	CAD-1200-300	Comp Aided Draft I AutoCAD	
Bray, Kristal	ALH 1214 01	01/14/16	01/23/16	01/23/16	ST	\$3,575.91	011420730051320	ALH-1214-01	Certified Nursing Assistant	
Bruessard, Tiffany	SPH 1001 572 601	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011120650051320	SPH-1001-601	Fundamentals of Speech	
Bruner, Joseph	LC Driver Improvement #1008	01/09/16	01/09/16	01/23/16	ST	\$175.00	014110394251320	CDV-6000-02	LaSalle County Driver Improvement	
Bubb, Anthony	ACT 1210 300	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011220570051320	ACT-1210-300	Fundamentals of Accounting	
Buck, Catherine	SDT 1203 01	01/14/16	03/11/16	03/19/16	ST	\$662.00	011320410051320	SDT-1203-01	Job Seeking Skills	
Burke, Ryan	EMS 22 01 13 14 15 16 partials	01/14/16	05/21/16	05/28/16	ST	\$4,634.00	011420730051320			
Carter, John	CNC SERIES 300 MULTI PREP	01/14/16	05/21/16	05/28/16	ST	\$3,100.50	011320410051320			
Castaneda, Craig	BIO 1008 1200 301 303	01/14/16	05/21/16	05/28/16	ST	\$6,717.75	011120570051320	BION-1008-303	Anatomy/Physiology II Night Lab	
Cherpeske, Roxanne	THM 1204 01 lab partial	01/14/16	05/21/16	05/28/16	ST	\$1,145.60	011420730051320			
Cherpeske, Roxanne	THM1200 01 lecture lab	01/14/16	03/11/16	01/23/16	ST	\$1,253.00	011420730051320	THM-1200-01	Introduction To Therapeutic Massage	
Christianson, Diane	ECE Grant ISU	07/01/15	12/31/15	01/23/16	ST	\$5,000.00	061220946551900		Worked with ISU on ECE Grant	
Christmann, Mark	ELE 1201 300	01/14/16	05/21/16	05/28/16	ST	\$3,580.00	011320410051320	ELE-1201-300	Basic Industrial Electricity II	
Collins, Bret	CSN 1225 2260 300	01/14/16	05/21/16	05/28/16	ST	\$4,634.00	011320410051320	CSN-2260-300	Network Routing	

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Stipends For Pay Period 01/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Corrigan, Kevin	GEG 1005 300	01/14/16	05/21/16	05/28/16	ST	\$3,343.50	011120570051320	GEG-1005-300	Introduction To Astronomy	
Cox, Laurie	ART 1000 500 650 1007 300 PSY	01/14/16	05/21/16	05/28/16	ST	\$8,440.50	011120650051320	PSY-1000-601	General Psychology	
Curtin, Walter	EMS 2213 14 15 16 partial	01/14/16	05/21/16	05/28/16	ST	\$2,979.00	011420730051320			
Czubachowski, Brandon	MUP 1004 300	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120650051320	MUP-1004-300	Jazz Ensemble	
Deffenbaugh, Gloria	ALH 1214 01 lab/clinical	01/14/16	03/11/16	03/19/16	ST	\$3,435.78	011420730051320	ALH-1214-01	Certified Nursing Assistant	
Dellatori, Beth	PSY 2001 350	01/14/16	05/21/16	05/28/16	ST	\$2,148.00	011220910051320	PSY-2001-350	Child Growth and Development	
Dockins, Sherry	HSR 1204 01	01/14/16	05/21/16	05/28/16	ST	\$2,142.00	011220650051320	HSR-1204-01	Addictive Disorders	
Dossett, Amy	ART 1010 03 04	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011120650051320	ART-1010-03	Art Survey II	
Dove, Christine	ANT 1002 100	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120650051320	ANT-1002-100	Cultural Anthropology	
Dzuringis, Juliana	ALH 1214 03	01/14/16	03/11/16	01/23/16	ST	\$3,575.91	011420730051320	ALH-1214-03	Certified Nursing Assistant	
Eccles, Kimberly	CSP 1203 100 300 CSS 2200 105	01/14/16	05/21/16	05/28/16	ST	\$6,315.50	011320410051320	CSP-1203-100	Microsoft Office Professional I Advanced Excel	
Engelman, John	WLD SERIES 02 MULTI PREP	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011320410051320			
Ennenbach, William	HIS 1000 560	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120650051320	HIS-1000-560	History of Western Civiliz I	
Ewers, Kathryn	BIO 1000 500	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120570051320	BIO-1000-500	The Global Environment	
Faber, Susan	BION 1009 301	01/14/16	05/21/16	05/28/16	ST	\$1,489.50	011120570051320	BION-1009-301	Microbiology Night Lab	
Fess, Frederick	ELT 1203 300	01/14/16	05/21/16	05/28/16	ST	\$1,969.00	011320410051320	ELT-1203-300	Industrial Instrumentation	
Fogle, Kyle	BION 1008 300 302	01/14/16	05/21/16	05/28/16	ST	\$2,979.00	011120570051320	BION-1008-302	Anatomy/Physiology II Night Lab	
Forkner, Kelsey	ENG 1002 10	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120910051320	ENG-1002-10	English Composition II	
Forkner, Zachariah	ENG 1001 09 1001 504 1002 06	01/14/16	05/21/16	05/28/16	ST	\$5,958.00	011120910051320	ENG-1001-09	English Composition I and II	
Forst, Jean	ENG 1002 11 08 506	01/14/16	05/21/16	05/28/16	ST	\$6,201.00	011120910051320	ENG-1002-11	English Composition II	
Frahm, Jeannette	EDC 1202	10/29/15	12/03/15	01/23/16	ST	\$150.00	011120080151900			
Frahm, Jeannette	SFC 1000 650	01/14/16	05/21/16	05/28/16	ST	\$1,432.00	011120910051320	SFC-1000-650	Strategies for College	
Gibbs, Kathryn	ENG 0900 600 RED 0800 600	01/14/16	05/21/16	05/28/16	ST	\$6,912.00	011520910051320	RED-0900-600	Basic Composition II Basic Reading I and II	
Groleau, Ronald	BIO 1008 09 10 11 1200 02	01/14/16	05/21/16	05/28/16	ST	\$8,358.75	011120570051320	BIO-1200-02	Human Body Structure & Function	
Gustafson, Janelle	ECE 2005 100	01/14/16	05/21/16	01/23/16	ST	\$2,061.00	011220910051320	ECE-2005-100	The Exceptional Learner	

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Stipends For Pay Period 01/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Hammen, Michael	CRJ 1030 300	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120570051320	CRJ-1030-300	Juvenile Delinquency	
Harlow, Gary	IMT 1207 300	01/14/16	05/21/16	05/28/16	ST	\$1,655.00	011320410051320	IMT-1207-300	Pipefitting	
Harvey, Eva	PHL 1001 100 101 1002 100 101	01/14/16	05/21/16	05/28/16	ST	\$7,944.00	011120650051320	PHL-1001-100	Introduction To Philosophy	
Hinterlong, James	BUL 2000 01	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120570051320	BUL-2000-01	The Legal Environment of Business	
Hinterlong, James	PSI 1000 710	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120650051320	PSI-1000-710	American National Government	
Jakubek, Kathleen	ALH 1215 301	02/02/16	02/25/16	03/05/16	ST	\$1,378.00	011420730051320		Certified Nursing Refresher	
Jauch, Christian	CSI 1002 01 100 300	01/14/16	05/21/16	05/28/16	ST	\$7,497.00	011120410051320	CSI-1002-01	Introduction To Business Computer Systems	
Jenrich, Chuck	Streator Dependable Training	01/13/16	01/13/16	01/23/16	ST	\$500.00	014210331051320	CEU-8242-01	Building an Environment of Trust	
Johnson, D.	HVC 1240 300 2210 300	01/14/16	05/21/16	05/28/16	ST	\$4,634.00	011320410351320	HVC-2210-300	Advanced Heating	
Kilmartin, Laura	RWSS LAB	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011520910051320			
Kowalski, Andrea	SPH 1001 580 630 710 720	01/14/16	05/21/16	05/28/16	ST	\$8,592.00	011120650051320	SPH-1001-630	Fundamentals of Speech	
Kowalski, Dena	ALH 1251 01 02	01/14/16	03/11/16	03/19/16	ST	\$1,986.00	011420730051320	ALH-1251-02	Phlebotomy Practicum	
Kreier, Rodney	IMT 1205 300 1206 300	01/14/16	05/21/16	05/28/16	ST	\$4,134.00	011320410051320	IMT-1206-300	Industrial Pneumatics	
Kusek, Karl	ELE 1202 02 1206 300	01/14/16	05/21/16	05/28/16	ST	\$3,617.25	011320410051320	ELE-1206-300	Electrical Wiring	
Lambole, Wendy	THM 1202 300	01/14/16	05/21/16	05/28/16	ST	\$4,594.20	011420730051320	THM-1202-300	Musculoskeletal System	
Landgraf, Tammy	ECE 1203 2202 2219	01/14/16	05/21/16	05/28/16	ST	\$7,876.00	011220910051320	ECE-1203-01	Creative Activities	
Lange, Marilyn	MTH 0906 07 0907 09	01/14/16	05/21/16	05/28/16	ST	\$6,669.00	011520910051320	MTH-0906-07	Basic Algebra	
Lau, Michael	PSY 2006 300	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120650051320	PSY-2006-300	Abnormal Psychology	
Lee, Matthew	CNC SERIES 300	01/14/16	05/22/16	05/28/16	ST	\$2,422.50	011320410051320			
Leonard, Bryan	CHM 1004 403	01/14/16	05/21/16	05/28/16	ST	\$3,343.50	011120570051320	CHM-1004-403	Chemistry	
Lockwood, DawnAnne	EDC 1203 150	01/14/16	05/21/16	05/28/16	ST	\$2,304.00	011220910051320	EDC-1203-150	Educational Technology	
Mahoney, James	WLD SERIES 301	01/14/16	03/11/16	03/19/16	ST	\$1,986.00	011320410051320			
Malavolti, Steven	ELE 1206 01	01/14/16	05/07/16	05/28/16	ST	\$1,722.50	011320410051320	ELE-1206-01	Electrical Wiring	
Mandujano, James	CRJ 1030 01	01/14/16	05/21/16	05/28/16	ST	\$2,148.00	011120570051320	CRJ-1030-01	Juvenile Delinquency	
Martin, Todd	HIS 1000 509 HIS 2001 500	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011120650051320	HIS-1000-509	History of Western Civilization U.S. History	

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Stipends For Pay Period 01/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
McCabe-Pinn, Linda	ALH 1002 300	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011420730051320	ALH-1002-300	Human Growth & Development	
McCarthy, Melissa	PSY 1000 530 707	01/14/16	05/21/16	05/28/16	ST	\$4,134.00	011120650051320	PSY-1000-530	General Psychology	
McKee, Larry	MLC IVCC	01/14/16	05/21/16	05/28/16	ST	\$4,296.00	011520910051320			
Mellott, Carmen	HIS 1000 701	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120650051320	HIS-1000-701	History of Western Civilization I	
Michael, James	GER 1002 01	01/14/16	05/21/16	05/28/16	ST	\$3,480.00	011120650051320	GER-1002-01	Elementary German II	
Mills, Jennifer	MUS 1000 630 701 705	01/14/16	05/21/16	05/28/16	ST	\$6,201.00	011120650051320	MUS-1000-630	Music Appreciation	
Mills, Michael	EMS 2200 2201 300	01/14/16	05/21/16	05/28/16	ST	\$2,648.00	011420730051320	EMS-2200-01	Emergency Medical Responder	
Montgomery, D	MUS 1002 300	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120650051320			
Moshage, Lynda	THM 1200 01 LAB	01/14/16	03/11/16	03/19/16	ST	\$496.50	011420730051320	THM-1200-01	Introduction To Therapeutic Massage	
Moshage, Lynda	THM 1204 01	01/14/16	05/21/16	05/28/16	ST	\$1,059.20	011420730051320	THM-1204-01	Therapeutic Massage I	
Moskalewicz, James	14 Sessions	01/10/16	01/23/16	01/23/16	ST	\$893.90	013230030851540			
Nadolny, Ronald	Flint Hills IL Yard Spotter	01/14/16	01/14/16	01/23/16	ST	\$240.00	014210331051320			
Nelson, Catherine	ECE 2005 01	01/14/16	05/21/16	05/28/16	ST	\$2,148.00	011220910051320	ECE-2005-01	The Exceptional Learner	
Nelson, Catherine	EDC 1202	10/29/15	12/03/15	01/23/16	ST	\$150.00	011120080151900			
Nickel, Paul	IMT 1220 300	01/14/16	05/21/16	05/28/16	ST	\$2,583.75	011320410051320	IMT-1220-300	Rigging Systems	
Norlin, Marilyn	PSY 1000 600	01/14/16	05/21/16	05/28/16	ST	\$2,148.00	011120650051320	PSY-1000-600	General Psychology	
O'Brien, Tina	MLC OTTC	01/14/15	05/21/16	05/28/16	ST	\$2,864.00	011520910051320			
Opsal, James	BIO 1008 11	01/14/16	05/21/16	05/28/16	ST	\$1,489.50	011120570051320	BIO-1008-11	Anatomy & Physiology II	
Parisot, Debora	GDT 1203 408	01/14/16	05/21/16	05/28/16	ST	\$2,067.00	011320650051320	GDT-1203-408	Printing Technology	
Paul, Kristine	SDT 1203 80	01/14/16	05/21/16	05/28/16	ST	\$689.00	011320410051320	SDT-1203-80	Job Seeking Skills	
Petersen, Bonnie	HPE 1003 01 600 1004 02 03 600	01/14/16	05/21/16	05/28/16	ST	\$7,160.00	011120570051320	HPE-1003-01	Personal and Community Health First Aid	
Phillips, Alan	ANT 1000 01 600 PHL 1001 600	01/14/16	05/21/16	05/28/16	ST	\$5,958.00	011120650051320	ANT-1000-01	Introduction To Anthropology Introduction to Philosophy	
Pickens, Naomi	CSP 1230 01	01/14/16	05/21/16	05/28/16	ST	\$1,820.50	011320410051320	CSP-1230-01	Keyboarding Applications	
Quesse, William	CSO 2200 300	01/14/16	05/21/16	05/28/16	ST	\$2,317.00	011320410051320	CSO-2200-300	UNIX Operating System	
Reardon, Emily	SPH 1001 600	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120650051320	SPH-1001-600	Fundamentals of Speech	

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Stipends For Pay Period 01/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Reif, Cynthia	DLA 2204 020 3	01/14/16	05/21/16	05/28/16	ST	\$3,580.00	011420730051320	DLA-2204-02	Dental Radiography II	
Reif, Cynthia	DLA 2205 01 Lecture Lab	01/14/16	03/11/16	03/19/16	ST	\$4,296.00	011420730051320	DLA-2205-01	Expanded Functions	
Renn, Kristine	OPEN LAB HOURS	01/14/16	05/21/16	05/28/16	ST	\$2,328.82	011120570051320			
Retoff, Dan	ALH 1002 101 102 1030 01	01/14/16	05/21/16	05/28/16	ST	\$7,430.00	011420730051320	ALH-1002-101	Human Growth & Development Yoga T'ai Chi	
Retoff, Dan	BIO 1008 301	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120570051320	BIO-1008-301	Anatomy & Physiology II	
Sarver, Gregory	BC Driver Improvement #309	01/09/16	01/09/16	01/23/16	ST	\$150.00	014110394351320	CDV-7000-02	Bureau County Driver Improvement	
Sarver, Gregory	LC Driver Improvement #1007	01/06/16	01/06/16	01/23/16	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle County Driver Improvement	
Schafer, Jeane	BIO 1200 630	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120570051320	BIO-1200-630	Human Body Structure & Function	
Schuerman, Patrick	GNT 1220 01	01/14/16	05/21/16	05/28/16	ST	\$2,979.00	011320410351320	GNT-1220-01	Introduction Manual & OSHA 10-hr Safety	
Schultz, Kim	ALH 1214 600 601	01/14/16	03/11/16	03/19/16	ST	\$7,365.41	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Seghi, Heather	EDC 1202	10/29/15	12/03/15	01/23/16	ST	\$150.00	011120080151900			
Shearer, Leah	ENG 1002 300	01/14/16	05/21/16	05/28/16	ST	\$1,986.00	011120910051320	ENG-1002-300	English Composition II	
Smith, Mary	CAD 1203 300	01/14/16	05/21/16	05/28/16	ST	\$1,852.50	011320410051320	CAD-1203-300	Electronics Drafting	
Smith, Paul	CAD 2204 300	01/14/16	05/21/16	05/28/16	ST	\$2,411.50	011320410051320	CAD-2204-300	Geometric Dimension & Tolerance	
Smith, Paul	GNT 1230 01	01/14/16	05/21/16	05/28/16	ST	\$2,411.50	011320410351320	GNT-1230-01	Manufacturing Processes	
Sobin, Betsy	EDC 1000 150	01/14/16	05/21/16	05/28/16	ST	\$2,223.00	011220910051320	EDC-1000-150	Introduction To Education	
Sondgeroth, Anthony	WED 2200 300 WLD 2209 311	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011320410051320	WED-2200-300	Welding Blueprint Reading	
Spayer, Rodney	ELT 2204 01	01/14/16	05/21/16	05/28/16	ST	\$3,972.00	011320410051320	ELT-2204-01	Digital/Micro: Prin/App	
Sramek, Katherine	CSP 1203 630	01/14/16	05/21/16	05/28/16	ST	\$2,411.50	011320410051320	CSP-1203-630	Microsoft Office Profess I	
Stone, Donna	THE 2002 600	01/14/16	05/21/16	05/28/16	ST	\$2,067.00	011120650051320	THE-2002-600	Introduction To Theatre	
Swett, Steven	ALH 1221 630	01/14/16	03/11/16	03/19/16	ST	\$200.00	011420730051320	ALH-1221-630	Industrial First Aid	
Swett, Steven	MKT 1220 300	01/14/16	05/21/16	05/28/16	ST	\$2,676.00	011220570051320	MKT-1220-300	Sales/Retailing	
Swett, Steven	SFC 1000 01	01/14/16	05/21/16	05/28/16	ST	\$1,784.00	011120910051320	SFC-1000-01	Strategies for College	
Templeton, Thomas	FRS 2050 300	01/14/16	05/21/16	05/28/16	ST	\$2,229.00	011120570051320	FRS-2050-300	Crime Scene Analysis	
Tieman, Ryan	EMS 2213 2214 2215 2216 Program Coordinator	01/14/16	05/21/16	05/28/16	ST	\$4,965.00	011420730051320	EMS-2213-300	Paramedic IV - Medical Emergency I	

Staff Retirement – Sue Isermann, Associate Vice President for Academic Affairs and Dean of Workforce Development

Sue Isermann, Associate Vice President for Academic Affairs and Dean of Workforce Development as well as Ottawa Center Administrator, has submitted her notice of retirement effective July 31, 2016. Her retirement letter is attached.

Sue began her career with IVCC in June 1981 as a part-time instructor teaching data processing at the Sheridan Correctional Center. Her skills were quickly recognized and she became a full-time faculty member on the main campus in August 1983 as a data processing instructor, attaining tenure status in 1983.

In January 1998, Sue agreed to assist Dr. John Allen with his Interim Division Chair responsibilities, leading to her first experience as an administrator and doubling up on her duties. She was appointed the Chair of the Business & Engineering Division in May 1998. Sue assumed the role of Interim Associate Vice President for Career Education in March 2003 and was appointed Associate Vice President for Career Education in May 2003.

As the Associate Vice President for Career Education, she coordinated activities at the Sheridan Correctional Center and assumed the duties as Interim College Coordinator for a short time. Sue's continued success in the various interim roles led her to Interim Vice President for Academic Affairs in July 2007, a position she held along with her own Associate Vice President for Career Education duties until March 2009. As the Associate Vice President for Career and Technical Education, she was the go-to person to become the Ottawa Center Administrator effective February 2010. One more time before her retirement Sue was tapped to be the Interim Vice President for Learning and Student Development from March 2014 until September 2014.

Sue was heavily involved in community activities, served as the employer representative with North Central Illinois Works! and was selected to receive a Staff Collaboration Award in 2002.

Recommendation:

Accept with regret the retirement notice of Sue Isermann, Associate Vice President for Academic Affairs, Dean of Workforce Development, and Ottawa Center Administrator, effective July 31, 2016.

KPI 5: Fiscal Responsibility/Affordability

January 25, 2016

Sue Isermann
1935 N. 12th Road
Streator, IL 61364

Dr. Deborah Anderson
Vice President for Academic Affairs
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

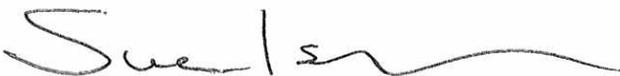
Dear Deb:

This letter serves as notice of my intent to retire from my position as Associate Vice President for Academic Affairs and Dean of Workforce Development. My final day of IVCC employment will be July 31, 2016. My retirement will begin August 1, 2016. I know this seems like a long time in the future, but I have a feeling that once I submit this letter, the time will go by quickly. I wanted to give you the earliest notice possible to allow you sufficient time to plan for the future. I will work with you to make sure that necessary transitional tasks are covered.

The decision to retire has not been an easy decision. At the recognition event in April Jerry will read my name for 35 years of service at IVCC. After two years as a part-time instructor and an additional 33 years as a full-time employee both as an instructor and administrator, I feel like it is time to kick-back and look for new challenges. I have truly enjoyed and appreciated every opportunity and challenge the College has given me over the years. I never dreamed when Lew Cushing "took a leap of faith" and hired me fresh from graduation at ISU to teach the "boys" at the Sheridan Correctional Center that 35 years later I would be retiring from IVCC.

Deb, it has been great to work with you these past two years. I know that you will continue to do great things here at IVCC for years to come. It has been an honor to work with such an outstanding group of administrators, staff, and faculty here at IVCC. I cannot say enough good things, no, great things, about the individuals that I have been fortunate enough to supervise. They have made this decision even more difficult. Perhaps the best way to sum it up is to say it has been a wild ride! I wish you and the entire IVCC family the best today and in the future.

Live long and prosper.



Sue Isermann

RECEIVED

JAN 26 2016

Faculty Retirement – Norman Engstrom, Choral Music/Theatre Instructor

Norman Engstrom, Choral Music/Theatre Instructor, has submitted his notice of retirement effective June 16, 2016. His retirement letter is attached.

Norm brought to IVCC the unique skills of combining music and theatre with acting credentials and experience as a speech/communication instructor. In August 2001, Mr. Engstrom became IVCC's Choral Music/Theatre Instructor and has remained in that position for the past 15 years.

Norm has led the singing at our annual holiday luncheon, presented his own recitals, and provided the musical direction for many musicals over the years. He has been a co-sponsor of SPAMO, the student organization for performing arts and music and has taken his students to performances at universities and colleges and to professional and amateur performances.

Norm has filled so many roles at IVCC that he has become an "embedded musical presence" who will be greatly missed. In addition to work at the college, he has been active in many community endeavors, including past vice president of the Illinois Valley Symphony Orchestra. The community will miss Norm, as well.

Recommendation:

Accept with regret the retirement of Norman Engstrom, Choral Music/Theatre Instructor, effective June 16, 2016.

KPI 5: Fiscal Responsibility/Affordability

From: Norman Engstrom
Sent: Friday, January 22, 2016 12:25 PM
To: Brian Holloway
Cc: Deborah Anderson; Glenna Jones
Subject: retirement

Dear Brian,

I would like to take this opportunity to thank the Illinois Valley Community College administration and Board of Directors for allowing me to teach at IVCC for the past 15 years. At this time I am also announcing my plans to retire from the faculty of Illinois Valley Community College as of June 16, 2016.

It has always been my plan to teach until retirement age and then return to my number one dream job – performing on stage. The question has been what age to call retirement age. After much thought and prayer and consultation with friends, family and professionals I have decided that I am now in a position financially, physically and emotionally to make that next life move.

I have thoroughly enjoyed my 15 years at IVCC. The chance to work in my second dream job – teaching music and theatre – has been fulfilling and challenging. The most rewarding has been the opportunity to share my passions with students and watch them grow in their own knowledge and abilities. People with whom I have associated in the faculty, staff, administration and community have provided friendships and professional relationships that will continue long after I leave the campus. There have also been some surprises along the way: the chance to adapt actor training for Criminal Justice students – which my unscientific survey shows is unique in Illinois schools; the opportunity to serve a term as president of the Illinois Theatre Association; the chance to direct the chorus for the Illinois Valley Symphony Orchestra's presentation of George Frederick Handel's *The Messiah*, which led to flash mob performances of the "Halleluiah Chorus": to name just a few doors that have been opened through my employment at IVCC.

So, it is with mixed feelings that I announce my retirement, but I feel that now is the time to do so. I wish the IVCC family the very best in the future. I know their dedication to the education and development of area youth is strong and ongoing.

Very truly yours,

Norman Engstrom

RECEIVED

JAN 29 2016

HUMAN RESOURCES

Resolution Designating the Fiscal Year

The administration requests Board authorization to designate a fiscal year. In keeping with past practice, the recommended fiscal year would be from July 1, 2016 to June 30, 2017. The following resolution and budget calendar are therefore presented for Board consideration.

Recommendation:

The administration recommends the Board take the following action:

- 1. Adopt the resolution designating the fiscal year be from July 1, 2016 to June 30, 2017;**
- 2. Approve the budget calendar, as presented.**

KPI 5: Fiscal Responsibility/Affordability

RESOLUTION TO DESIGNATE A FISCAL YEAR

RESOLUTION

_____ moved, seconded by _____ that the fiscal year of Illinois Valley Community College, District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston, in the State of Illinois, be July 1, 2016 to June 30, 2017.

ADOPTED this 11th day of February, 2016.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

ILLINOIS VALLEY COMMUNITY COLLEGE

BUDGET CALENDAR — FY2017

- | | | |
|-------------------|---|--|
| February 11, 2016 | | Resolution to Designate a Fiscal Year |
| July 14, 2016 | - | Resolution to Adopt Tentative Budget
Notice of Public Hearing |
| July 15, 2016 | - | Budget Available for Public Inspection |
| July 18, 2016 | | Notice of Public Hearing published |
| August 18, 2016 | - | Public Hearing – 6:30 p.m.
Resolution to Adopt Budget |

Tuition Adjustment

The administration recommends increasing tuition from \$111.60 to \$116.60 per credit hour to be effective with the summer 2016 semester. The universal fee would remain at \$7.40. The combined tuition and universal fee would be \$124.00. The increase of \$5.00 per credit hour is a 4.2 percent increase over the FY2016 combined tuition and universal fee of \$119.00.

The State average combined tuition and universal fee is \$124.13 for fiscal year 2016. For ICCB Peer Group III, which includes IVCC, the average FY2016 tuition and fees is \$115.61; for the super peer group which includes Peer Group III and other colleges similar in size and demographics to IVCC, the average FY2016 tuition and fees is \$119.75.

This action is being recommended with the anticipation of reduced State funding. The State's financial crisis has had a serious effect on many of community colleges where tuition increases of \$9 and \$10 per credit are being discussed.

Recommendation:

The administration recommends Board approval to increase tuition by \$5.00, from \$111.60 to \$116.60 per credit hour beginning with the summer 2016 semester.

KPI 5: Fiscal Responsibility/Affordability

Course Fees/Adjustments

Course fees are reviewed annually by Program Coordinators and Deans using the approved Course Fee Guidelines. A copy of the current course fee guidelines is attached, along with a copy of the proposed fee changes for FY17.

As per the Guidelines, courses taught in a dedicated instructional computer lab will have a technical support fee included in the final course fee. The FY17 fee included in those course fees has been increased from \$5.10 per credit hour in FY16 to \$5.50 in FY17.

All significant changes (more than a \$10 increase) have a brief rationale listed after the proposed fee.

Last year at this time there were 359 active courses with approved course fees. Due to curriculum cleanup, several courses have been eliminated (that had fees) which will no longer be offered. This will bring the total number of active courses with approved course fees to 358.

Recommendation:

The administration recommends changing 55 course fees: 49 increases, 4 decreases, one new course, plus the assignment of a course fee to one existing course, as presented in the attached document.

KPI 5: Fiscal Responsibility/Affordability

Course Fee Guidelines

Qualifying Expenses

Course fees may be charged in order to cover costs of the following.

Per course section

1. Consumable supplies
2. Printing (handouts of less than 10 pages)
3. Program or course-specific software and licenses, other than those applications in use by the general student body, such as Microsoft Office Products
4. Lab assistants for specific programs courses
5. Expert guest speakers

Per credit hour

6. Technical support of instructional computer labs

Per student

7. Special 3rd party or certification/licensure testing
8. Extra-ordinary instructional costs, such as per hour pay for private music lessons.

Expenses covered by grants or other external sources are not to be considered.

Calculation of Fees

$$\begin{aligned} & (\text{Expenses per course section}) / (\text{enrollments in all sections}) \\ & + (\text{Per credit hour expenses}) \times \text{credit hours} \\ & + \underline{(\text{Per student expenses})} \\ & \text{Course Fee} \end{aligned}$$

1. Estimate the dollar amount to be spent on identified qualifying expenses, per course section, through review of past expenditures and consideration of anticipated variances.
2. Annualize irregular expenditures by dividing the total expense by the useful life of the supply, service, or license.
3. Sum all expenses.
4. Divide that amount by the number of students enrolled in all sections of the course (or those consuming the resource) for the previous year or the minimum number of students per section, whichever is larger.
5. Add in technical support for classes taught in instructional computer labs. The fee is calculated by ITS annually as the cost of support per computer lab PC divided by the average annual credit hours generated in instructional labs. The calculation does not include costs covered by student technology fees. The technical support element must be multiplied by the number of credit hours in the course.
6. Add special, per student fees, such as insurance, testing and criminal background checks at the actual anticipated rate per student.

The resulting figure, rounded to the next dollar, is the course fee to be assessed. The maximum increase in a course fee will not exceed 50% in a given year.

Review and Adjustment of Fees

Course fees should be reviewed annually by Program Coordinators and Deans.

Agriculture Program Instructor/Coordinator Position

Over the last six months, a 36-member agriculture program expansion Steering Committee has been formed to discuss and prioritize the challenges facing local agriculture and the role IVCC could play in meeting these challenges. The Steering Committee has broad representation from every sector of the IVCC District agriculture community, including main-line farmers, finance, business, education, small farms, Farm Bureau leadership, University of Illinois Extension specialists and more. High school agriculture instructors have served an especially-critical role in this fact-finding process by being the direct conduit to 600+ students enrolled in agriculture programs across the IVCC District. Local high schools should be commended for making the wise choice of investing in these forward-thinking agriculture program leaders who are doing such an excellent job of responding to the needs of the districts they each serve.

The response from the community to IVCC's efforts has been very encouraging and the impetus for moving forward with a plan of action. Along with the need for strengthening our transfer program for students who want to save money, earn scholarships and obtain a first-rate educational experience by attending IVCC first before transferring on seamlessly to a senior institution, there appears to be tremendous opportunity for new degree and certificate programming in the areas of precision agriculture, agricultural business and small farm operations.

Without question, the most commonly expressed theme expressed by members of the Steering Committee has been to need to hire an extraordinary individual who will build IVCC's program. The new agricultural instructor/program coordinator will need to have the academic credentials, vision and passion to lead the college's effort and be held accountable for program results.

The administration has shared its recommendation to the Board Audit/Finance Committee that this new position be included in the FY2017 Budget. The time has come for moving forward with posting, recruiting and selecting the best possible candidate for filling this key position at IVCC.

Recommendation:

Begin the process of recruiting candidates for the Agriculture Program Instructor/Coordinator Position so that the college can build an exemplary agriculture program that meets the needs of the IVCC community.

KPI 1: Student Academic Success

KPI 2: Placement of Graduates in Employment or Continuing Education

FULL-TIME FACULTY OPEN POSITION FORM

TO: Ms. Glenna Jones, Director of Human Resources Date: February 2, 2016

Discipline: Agriculture

Replacement For: _____

New Position: _____

Qualifications: Doctorate Degree Master's Degree
 Bachelor's Degree Industry Experience: _____
 Associate's Degree Other: _____

Within Budget: Yes No

Requested By: Deborah Anderson

Position/Department: Vice-President for Academic Affairs

Search Approved/Position within Budget:



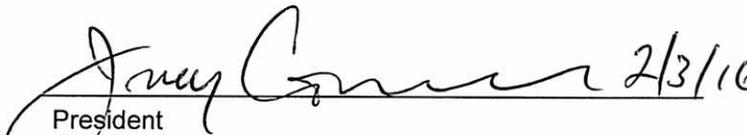
Dean



Vice President for Academic Affairs/Date



Vice President for Business Services
& Finance

 2/3/16

President



ILLINOIS VALLEY
COMMUNITY COLLEGE

Memorandum

To: Jerry Corcoran, EdD, President

From: Deborah Anderson, PhD, Vice President for Academic Affairs *da*

Date: January 25, 2016

Subject: Agriculture Instructor Costs

Attached is a copy of the proposed job description for an agriculture instructor. You will note that the requirements for the position are a master's degree and some teaching experience. Based on our collective bargaining agreement, individuals are placed on the salary schedule based on their credentials and years of teaching or industry experience (as defined by the conditions in the bargaining agreement). Initial placement is based on these factors and is at the discretion of the Administration. We typically attract candidates who are placed on the schedule ranging from Step 1 – Step 8. Based on this the range, salary for a new hire would be:

Year of Hire	Master's	Master's + 15	Master's + 30	Master's + 45	Master's + 60	Doctorate
2016-2017	\$41,220 - \$51,496	\$43,000 - \$53,581	\$44,737 - \$55,419	\$46,658 - \$57,830	\$48,642 - \$60,321	\$50,730 - \$62,738
2017-2018	\$41,220 - \$51,496	\$43,000 - \$53,581	\$44,737 - \$55,419	\$46,658 - \$57,830	\$48,642 - \$60,321	\$50,730 - \$62,738

Candidates with additional years of experience may place higher on the salary schedule; however, these placements would be rare.

INSTRUCTOR IN AGRICULTURE (TENURE TRACK)
ILLINOIS VALLEY COMMUNITY COLLEGE

Reports to: Dean, Division of Natural Sciences and Business

POSITION SUMMARY:

Illinois Valley Community College is seeking an enthusiastic, flexible and highly energetic person to teach and assess student learning and serve as the Program Coordinator in the discipline of agriculture. This instructor will play a key leadership role in building a strong program, preparing students for transfer to four-year institutions and others for employment in related areas such as precision and sustainable agricultures.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- **Leadership:** Serve as the Agriculture Program Coordinator. Promote the program to internal and external stakeholders, prospective and current students. Represent IVCC within the agriculture community.
- **Learner-centered Teaching:** Teach Agriculture courses according to relevant student learning objectives. Regularly assess student learning to continuously improve instruction. Endorse learner-centered scheduling, including evening and Saturday courses, extension courses, and /or distance learning. Ability to teach courses on the main campus, the Ottawa center, and extension sites.
- **Curriculum Development:** Develop and/or revise course(s) in collaboration with colleagues. Propose and develop inter and/or intra-divisional course offerings.
- **Technology:** Integrate instructional technology as appropriate in the discipline of Agriculture, including exploration of on-line course delivery and web-based course components.
- **Involvement:** Support IVCC's Student Development activities, and participate in divisional and/or college-wide committees. Participate in institutional and community activities. Assist in recruitment of students. Serve as faculty advisor for related IVCC student organizations, promote and participate in the Postsecondary Agricultural Student Organization and coordinate related campus events
- **Professional Development:** Initiate and maintain active participation in professional development opportunities that encompass the discipline of Agriculture and teaching effectiveness.
- **Philosophy:** Continually strive to achieve the college **Mission, Vision and Purposes**, and model the college's **Valued Practices**.

INSTRUCTOR IN AGRICULTURE (TENURE TRACK)
ILLINOIS VALLEY COMMUNITY COLLEGE

REQUIREMENTS:

- Master's degree in Agriculture from an accredited college/university required.
- Teaching experience at the college level in Agriculture preferred, including familiarity with on-line courses.
- Computer knowledge and commitment to the use of new technologies in the classroom.
- Demonstrated commitment to the mission of the community college.

Bid Results – Protection, Health and Safety Project - Lecture Hall D-225 Renovation

Bids for the Protection, Health and Safety Project – Lecture Hall D-225 Renovation were received and opened on January 28, 2016.

Vanguard Contractors, Inc. – Pekin, IL, submitted the low bid and met all bidding requirements and specifications. Attached are a letter of recommendation from Demonica Kemper Architects and the summary of bids received.

This project also includes asbestos abatement. Bids for the asbestos abatement are due February 11, 2016 and will be presented for approval in March.

Recommendation:

The administration recommends Board approval to accept the base bid from Vanguard Contractors, Inc. – Pekin, IL, in the amount of \$476,200 for the PHS Project - Lecture Hall D-225 Renovation.

KPI 5: Fiscal Responsibility/Affordability



DEMONICA KEMPER ARCHITECTS

100 North Walnut Street, Suite 100, Chicago, Illinois 60602
312.467.4400 | www.demonickemper.com

February 1, 2016

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

Re: Lecture Hall Renovation
Letter of Recommendation to Award a Construction Contract

Dear Ms. Carboni,

Bids were received on the above referenced project at 2:00 pm on January 28, 2016. Five (5) general contractors were Bidders of Record and five (5) bids were received.

Upon review of the bid submittals and project scope with the low bidder, Vanguard Contractors, it is clear that they met the bidding requirements for the project and included all of the required work per the bidding documents within their bid. We have found no evidence which would disqualify them from being awarded the contract for this work, and therefore, Demonica Kemper Architects recommends that the Board of Trustees of Illinois Valley Community College consider awarding the contract for construction to:

Vanguard Contractors, Inc.
PO Box 995
Pekin, Illinois 61555

The contract amount shall include the Base Bid for the total contract amount of \$476,200.00. Work shall be substantially complete as indicated in the bidding documents.

If you have any questions regarding the bidding of this project, please do not hesitate to call. Demonica Kemper Architects looks forward to working with the college toward the successful completion of this project.

Sincerely,

Dominick Demonica, AIA, LEED AP
Principal

cc: Cheryl Roelfsema, IVCC
Scott Curley, IVCC

General Contractor	Contact	Phone	Email	Address	Addenda Included		Bid Documents Included			Bid Amounts	
					1	2	Bid Bond	Subs.	Bidder Elgb.	Base Bid	Alt. I
Crane Property Mgmt.	Ken Crane	815.499.3511	kcrane@cranepm.com	P.O. Box 545, Tampico IL 61283	X	X	X		X	\$ 560,000	\$ (3,500)
D.J. Sickley Construction	Chris Luke	815.224.8516	cluke@djsickley.com	3650 N. 2975th Rd., Peru IL 61354	X	X	X	X	X	\$ 534,573	\$ (22,500)
GIVSCO Construction	Ryne Polk	309.620.9127	rpolk@givsco.com	2321 Lakeshore Drive, Pekin IL 61554	X	X	X	X	X	\$ 549,500	\$ (7,500)
Vanguard Contractors	Matt Balagza	309.347.8000	matt@vcigc.com	15 S. Capitol Street, Pekin IL 61554	X	X	X	X	X	\$ 476,200	\$ (3,600)
Vissering Construction	Tim Claus	815.673.5511	tim@vissering.com	175 Benchmark Industrial Dr., Streator IL 61364	X	X	X	X	X	\$ 519,000	\$ (5,000)

Alternate 1: Deduct to eliminate the Liquidated Damages Clause.

1/13/2016

To: IVCC

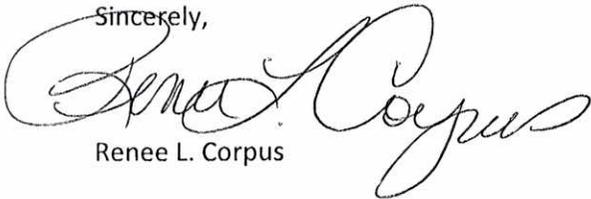
RE: Resignation – Accounts Receivable Specialist/Cashier

To Whom This May Concern,

I am submitting my letter of resignation effective immediately.

Thank you for the opportunity of working at I.V.C.C.

Sincerely,

A handwritten signature in cursive script that reads "Renee L. Corpus". The signature is written in black ink and is positioned above the printed name.

Renee L. Corpus

RECEIVED

JAN 13 2016

HUMAN RESOURCES

Betsy I. Sobin
220. E. Cleveland
Spring Valley, IL 61362

January 13, 2016

Ms. Heather Crawley,
Academic Support Technologist
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

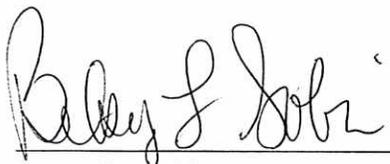
RE: Letter of Resignation

Dear Ms. Heather Crawley,

Please accept this as formal notice of my resignation from the position of Academic Support Technologist for the Student Help Desk, effective two weeks from today, making my last day of employment January 29, 2016.

After careful consideration, I have made the decision to resign. Working for the Student Help Desk has been a wonderful experience that has afforded me many valuable opportunities to learn and grow, and I am very grateful to have part of the Learning Technologies. Division.

Sincerely,



Betsy L. Sobin

RECEIVED

JAN 19 2016

HUMAN RESOURCES

Stephanie Culver
210 N Center St
Buda, IL 61314

January 29, 2016

Cheryl Roelfsema
Vice President for Business Services and Finance
815 N Orlando Smith Rd
Oglesby, IL 61348

Dear Cheryl,

After much consideration, I regret to inform you that my last day will be February 19, 2016 or sooner depending on when I go into labor. Please consider this formal notice as I will be staying at home with my child after I give birth.

I want to thank you for all the opportunities that I received while working here at IVCC. I will truly miss everyone and working at the front desk. I am thankful for all the support I received while in my position and will forever be grateful for everything that I learned.

I hope to one day come back and work for IVCC but in the meantime I will be at home taking care of my child. Let me know if there is anything I can help with making sure the transition is as smooth as possible.

Thank you again,



Stephanie A. Culver

Cc: Dr. Jerry Corcoran
Fran Brolley

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Exterior Door Replacement
(ICCB #513-T-2322-0914)

Name and address of Architect/Engineer providing the Statement of Final Construction Compliance:

Kurt H. Rimmele
Basalay, Cary & Alstadt Architects, Ltd.
620 W. Lafayette St.
Ottawa, IL 61350

Final cost of the project: (including A/E fees and reimbursables)

Approved Budget \$297,591.00 Actual Cost \$169,233.00

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

Kurt H. Rimmele
Architect/Engineer's Signature

November 25, 2015
Date

001-016097



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

Signed _____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Building "E" Accessible Elevator Installation
(ICCB #513-TE-2298-0414)

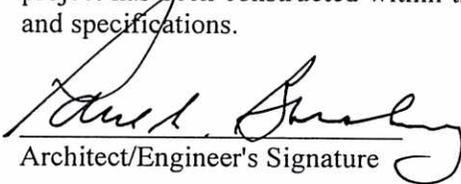
Name and address of Architect/Engineer providing the Statement of Final Construction Compliance:

Paul R. Basalay
Basalay, Cary & Alstadt Architects, Ltd.
620 W. Lafayette St.
Ottawa, IL 61350

Final cost of the project: (including A/E fees and reimbursables)

Approved Budget \$370,642.00 Actual Cost \$225,785.63

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


Architect/Engineer's Signature

January 22, 2016
Date

001-008714

Seal



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

Signed _____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

**Abatement of Asbestos
(ICCB #513-TE-2299-0414)**

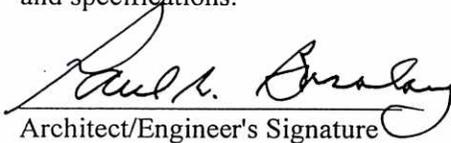
Name and address of Architect/Engineer providing the Statement of Final Construction Compliance:

Paul R. Basalay
Basalay, Cary & Alstadt Architects, Ltd.
620 W. Lafayette St.
Ottawa, IL 61350

Final cost of the project: (including A/E fees and reimbursables)

Approved Budget \$134,250.00 Actual Cost \$155,497.80

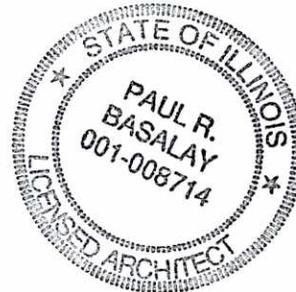
I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


Architect/Engineer's Signature

January 22, 2016
Date

001-008714

Seal



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

Signed _____, Secretary

Capital Renewal Project

Statement of Final Construction Compliance

Building "C" Lobby Remodeling
(ICCB #513-R-0017-0414)

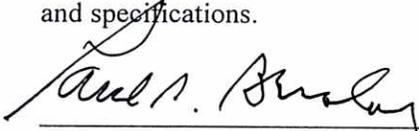
Name and address of Architect/Engineer providing the Statement of Final Construction Compliance:

Paul R. Basalay
Basalay, Cary & Alstadt Architects, Ltd.
620 W. Lafayette St.
Ottawa, IL 61350

Final cost of the project: (including A/E fees and reimbursables)

Approved Budget \$259,400.00 Actual Cost \$293,157.15

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


Architect/Engineer's Signature

January 22, 2016
Date

001-008714

Seal



Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

Signed _____, Secretary

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.