

**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, May 12, 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, May 12, 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. Campus Update – Marketing Plan (Fran Brolley and Mark Grzybowski)
7. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 7.1 Approval of Minutes – April 4, 2016 Planning Committee Meeting; April 14, 2016 Board Meeting; and April 18, 2016 audit/Finance Committee Meeting (Pages 1-13)
 - 7.2 Approval of Bills - \$1,770,704.96
 - 7.2.1 Education Fund - \$482,630.64
 - 7.2.2 Operations & Maintenance Fund - \$83,313.43
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$1,150,276.54
 - 7.2.4 Auxiliary Fund - \$32,933.77
 - 7.2.5 Restricted Fund - \$6,659.99
 - 7.2.6 Liability, Protection & Settlement Fund - \$14,890.59
 - 7.3 Treasurer's Report (Pages 14-31)
 - 7.3.1 Financial Highlights (Pages 15-16)
 - 7.3.2 Balance Sheet (Pages 17-18)
 - 7.3.3 Summary of FY16 Budget by Fund (Page 19)
 - 7.3.4 Budget to Actual Comparison (Pages 20-26)
 - 7.3.5 Budget to Actual By Budget Officers (Page 27)
 - 7.3.6 Statement of Cash Flows (Page 28)
 - 7.3.7 Investment Status Report (Pages 29-30)
 - 7.3.8 Disbursements - \$5,000 or more (Page 31)
 - 7.4 Personnel - Stipends for Pay Periods Ending April 2, 2016 and April 16, 2016 (Pages 32-37)

8. President's Report
9. Committee Reports
10. Faculty Resignation – Tina Nink, Nursing Instructor (Pages 38-39)
11. Additional Security Officers – Ottawa Center (Page 40)
12. Associate of Applied Science in Paraprofessional Educator and Certificate in Paraprofessional Educator: Inactivation (Page 41)
13. FY2017 Board Budget (Page 42)
14. Request for Proposal Results – Banking Services (Page 43)
15. Proposal Results – Beverage Service (Page 44)
16. Items for Information (Pages 45-54)
 - 16.1 Staff Appointment – Susan Monroe, CTE Recruitment and Dual Credit/Dual Enrollment Coordinator (Page 45)
 - 16.2 Staff Resignation – Hailee Brayton, Assistant Volleyball Coach (Page 46)
 - 16.3 Staff Resignation – Mark Abbott, Math Instructor (part-time) (Page 47)
 - 16.4 Staff Resignation – Mark Walczynski, History & Criminal Justice Instructor (part-time) (Page 48)
 - 16.5 Change Order – Building A HVAC (Page 49)
 - 16.6 Response to Auditor's Business Advice – (Pages 50-52)
 - 16.7 Arbor Day Foundation – 2015 Tree Campus USA Recognition (Page 53)
 - 16.8 Note from Forrest "Woody" Miller (college baseball umpire) (Page 54)
17. Trustee Comment
18. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) litigation; 3) collective negotiations; and 4) closed session minutes.
19. Approval of Closed Session Minutes
20. Other
21. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
April 4, 2016

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 7 p.m. on Monday, April 4, 2016 in the Board Room-C307 at Illinois Valley Community College.

Committee Members Michael C. Driscoll, Committee Chair
Physically Present: Jane E. Goetz
Laurie A. Bonucci

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
Matt Suerth, Director of Institutional Research
Mike Phillips, Instructor

The meeting was called to order at 7 p.m. by Dr. Driscoll.

**2015 INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS)
FEEDBACK REPORT**

The National Center for Education Statistics gathers educational and institutional data through the Integrated Postsecondary Education Data System (IPEDS). The 2015 IPEDS Data Feedback Report provides summary data for the previous fiscal year (FY14) for benchmarking and trend analysis against a group of peer institutions and for tracking IVCC trends over time. The peer institutions that IVCC chose for comparison purposes are Highland, John A. Logan, Kankakee, Kishwaukee, Lake Land, Lewis and Clark, McHenry, Richland, Sauk Valley, and Illinois Eastern. Figure 1 identifies the percent of all students enrolled, by race/ethnicity, and percent of students who are women. Eighty-two percent of the students are white, 58 percent are women, and 11 percent are Hispanic/Latino. In Figure 2 unduplicated FY14 headcount fell to 6,303 down from 6,853, continuing a downward trend since FY11. Over the past 5-year period, six of IVCC's peers saw double-digit losses, while only Lake Land experienced a modest increase of 5.8 percent, due largely in part to its increase in correctional facilities enrollment. Fall term, full-time headcount decreased two percent, to 1,467. Part-time fall headcount fell 6.7 percent. During the same period, eight of IVCC's peers also posted losses. In Figure 3, the total number of degrees and certificates awarded in FY14 decreased by 95. Compared to IVCC's peers, IVCC ranked 5th in the total number of degree and certificates awarded. IVCC awarded 511 associate degrees, down 45 from FY13, while the peer group averaged 502. In Figure 4 Academic Year Tuition and Fees for First-time, Full-time, Degree/Certificate-Seeking Undergraduates for FY15 increased \$320. Among its peers, IVCC's tuition and fees increased in rank from 5th to 3rd out of 12. Kishwaukee and Kankakee rank above IVCC. Net Price of Attendance in Figure 5 is the average cost of attendance

(including, tuition, fees, books, supplies, room & board, and travel expenses) minus the average grant or scholarship aid awarded to first-time, full-time students. Localized factors, such as living expenses, housing costs, and transportation expenses, play an important part in determining this cost so peer comparisons are not always relevant. In Figure 6 the percentage of first-time, full-time students receiving Pell grants increased from 57 to 61 percent. IVCC ranked 11th in the percentage of students receiving institutional grants, with only six percent of students receiving such aid. Seventeen percent of IVCC first-time, full-time students took federal loans in FY14, an increase from FY13. IVCC ranks 6th in this category. In Figure 7 the average grant size received by first-time, full-time students increased slightly. IVCC ranked 7th in the average size of its grant aid package awarded to first-time, full-time students, 10th in the average size of its Pell grants, 10th in the size of its State/local grants, and 10th in the size of its institutional grants. The average size of loans taken by these students was \$4,267, 3rd highest among its peers. In Figure 8 the percentage of All Undergraduates receiving Any Type of Grant Aid decreased from 40 to 38 percent. The overall percentage of students receiving federal loans decreased from ten percent to nine percent. IVCC ranks 9th in this category, same as last year. In Figure 9 the average amount of any grant aid increased slightly, with the size of the Pell grants increasing. Pell typically makes up the largest share of grant aid. The size of the average federal loan decreased from \$4,906 to \$4,880. In Figure 10 the overall Graduation Rate decreased from 30 (2010 cohort) to 24 (2011 cohort) percent, leaving IVCC ranking 10th amount its peers. In Figure 12 the percentage of first-time, full-time students (2010 cohort) graduating within the normal time (100 percent or two years) decreased from 16 to 12 percent, which placed IVCC below the peer median of 14 percent. The percentage of students graduating within 150 percent (three years) of the normal time decreased from 35 to 30 percent, with the peer average at 26 percent, ranking IVCC 4th among its peers. Finally, the percentage graduating with 200 percent (four years) of normal time decreased from 40 to 38 percent, placing IVCC above the median of 31 percent and 4th among its peers. In Figure 13 the percent distribution of core revenues from Tuition & Fees increased from 9 percent to 15 percent in FY14. The 75 percent State match for the CIC project was included in core revenues in previous years and that accounts for some of the changes in percentages. IVCC is close to the median with Tuition & Fees and Local Appropriations. It falls below the peer median in Government Grants & Contracts. In Figure 14 Total Core Expenses per FTE Enrollment increased 7.3 percent, to \$12,342, from FY13 to FY14. As enrollments have decreased, the cost per credit hour (therefore, cost per FTE) has increased. Compared to our peers, IVCC spent slightly below the median amount per FTE Enrollment. In Figure 15 the number of FTE employees fell from 254 in fall 2013, to 250 in fall 2014. In terms of the percentage of FTE positions, IVCC ranked above the median for Instruction/Research/Public Service positions, and slightly below the median in terms of Executive/Administrative/Managerial positions, Other Professional (Support Service) positions and Non-professional positions. In Figure 16 the Average Salary for Full-time Instructional staff increased by 3.3 percent from FY13 to FY14. IVCC's FY14 average Full-time Instructional Staff salary is \$68,256, which ranks IVCC 3rd among its peers.

Dr. Driscoll noted that other schools are struggling. Are there things that IVCC should be doing to promote the value of IVCC education. The stability of IVCC, relative to other organizations, may help enrollment and IVCC should take advantage of its stable position. A recent article noted that the budget impasse is driving a lot of seniors to go out of state. IVCC was in the majority of community colleges funding MAP grants in the fall, but in the minority for funding MAP grants in the spring.

MARKET PENETRATION REPORT

The high school market penetration rate is the percent of recent high school graduates in the IVCC district who enroll at IVCC. There are 22 public and private high schools of which five are split high schools meaning the students have the option of enrolling in neighboring community college districts with in-district tuition rates. In previous reports various methodologies were used which is difficult to apply consistency. For 2015 enrollments the methodology used in 2010 was looked at, which was a very consistent method to calculate high school market penetration so there is not as much fluctuation in previous reports. This report includes all spring graduates that matriculate anytime during the academic year (summer, fall and spring terms). Over the years the rate of market penetration has been in a relatively narrow 3.7 point range. IVCC's rate has fluctuated from a low of 19.1 percent in 2012 to a high of 22.8 percent in 2013. The result is an average 21.5 percent over the six-year period. An estimated 10,967 high school seniors graduated from District #513 high schools; of that, 2,354 enrolled at IVCC. In comparison to 2010, the 2015 overall district graduating class size has dropped 137 students, but only 15 fewer students enrolled at IVCC. It appears in the immediate future that senior class sizes are either declining in magnitude or leveling off depending on school size, with only a few schools growing. IVCC has five split-district schools with a small number of students that annually enroll from these schools. After removing the enrollment numbers from the analysis, the average penetration rate increased from 21.5 percent to 24.3 percent. IVCC makes every attempt to capture accurate high school information from students when they register, but it has not always been required and not all students supply complete high school information. With missing information, these students are excluded from the market penetration calculation. The Office of Admissions and Records has made great strides in correcting this deficiency and as a result nearly 100 percent of the high school information from the freshman class of 2015 has been captured making for a much more reliable report. This report does not include dual credit high school students as they are categorized by ICCB as high school students as long as they are currently enrolled in secondary education. Eighteen of the 22 high schools in the district have dual credit. It was suggested to calculate market penetration both ways, with and without dual credit.

Laurie Bonucci noted a significant decline in high school enrollments on the western side of the district. Even when IVCC is capturing a certain percentage of the graduating classes, if the graduating class is declining, IVCC will see a decline. It was suggested to gather elementary enrollments to see what the future will bring. It was pointed out that the fall graduates should be considered. What percentage of high school seniors actually go on to college? If there is a decrease in high school seniors going on to college, this would affect market penetration.

PERSONAL ASSESSMENT OF THE COLLEGE ENVIRONMENT (PACE) (NOVEMBER 2015)

The survey was administered to 366 employees with 220 (61.1 percent) completing and submitting the instrument for analysis. There are four leadership categories – Collaborative, Consultative, Competitive and Coercive with Collaborative being the ideal environment generally producing better results in terms of productivity, job satisfaction, communication, and overall organizational climate. Most colleges fall in the Competitive and Consultative systems. The overall results from the PACE instrument at IVCC indicate a healthy campus climate, yielding an overall 3.73 mean score or high Consultative system. Scores improved for faculty, administration, and dropped by the support staff. The administration is aware of the support staff issues and is trying to do

everything they can to support them. It was noted that 29 strongly agreed and 47 agreed that as a whole, IVCC is better than it was two years ago.

BOARD POLICIES

Board policies were presented for a second reading at the January 14, 2016 board meeting. The agenda item was tabled to address concerns of a board member. Policies that were revised were identified in dark red. Another policy was presented, Board Policy 6.16 – Bicycles, Skateboards and Hoverboards on Campus. Clarification was made on Board Policies 3.18 and 3.19 regarding reference checks being conducted on the top two candidates including ~~the~~ their current supervisor. Board Policy 5.4 – Use of Campus and Network Computing Resources states that the College's technology resources and the data entered, created, received, viewed, accessed, stored or transmitted by the College's technology resource are College property with the exception of student-created work stored on network drives. There is not an exact time for student-created works to be retained. Email correspondence is never deleted. In Board Policy 5.5 – Use of Facilities and Equipment – was prohibited inside College facilities and on all College property. The question was asked if this included tobacco use. The administration will check the Smoking policy. The campus SaVE (Sexual Violence Elimination) Act has required Board Policy 6.13 – Sexual Misconduct, Sexual and Other Harassment to be tighter and make it more transparent. Any complaint brought forward would have to be investigated and provide students with an outlet to file the complaint. Federal law mandates that instances off campus must be investigated. Three administrators (Deb Anderson, Glenna Jones and Mark Grzybowski) are training in this area. The policy must provide specific definitions, specific individuals, identify harassment, etc. The changes to the policy bring the College in compliance with federal regulations. The state compliance goes into effect in July; therefore, additional changes to this policy will be forthcoming. Before policies are brought forward they are taken to the Education Excellence Council (EEC) to give members of EEC the opportunity to speak on behalf of the faculty to bring any concerns forward. It was noted that language was added to the faculty handbook that compliance with board policies is expected or faculty can expect discipline up to and including termination.

OTHER

None.

ADJOURNMENT

Dr. Driscoll declared the meeting adjourned at 8:06 p.m.

Michael C. Driscoll, Planning Committee Chair

Melissa M. Olivero, Board Chair

Larry D. Huffman, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

April 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, April 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
Sarah Tipton, Student Trustee Elect

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 Dr. Huffman and seconded by Dr. Driscoll to approve the agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

RECOGNITION

Ms. Olivero read a resolution and presented it to Austin Burnette on behalf of the Board of Trustees to express their sincere appreciation that he has given generously of his time, energy, and talents in his responsibilities to the college as a student trustee. Mr. Burnette noted being a student trustee was an awesome opportunity and everyone on the Board made it all the more special by guiding him through the process. It was an honor and privilege to serve as student trustee and he thrived on the institutional drama. He looks forward to being involved in the community and to all the

college plans coming to fruition. He thanked the Board for helping him be the voice of the student body.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – March 8, 2016 Special Board Meeting; March 10, 2016 Board Meeting

Approval of Bills - \$1,176,916.64

Education Fund - \$1,014,197.92; Operations & Maintenance Fund - \$69,611.29; Operations & Maintenance (Restricted Fund) - \$11,404.90; Auxiliary Fund - \$30,609.43; Restricted Fund - \$4,113.50; Liability, Protection and Settlement Fund - \$43,912.82; and Grants, Loans, & Scholarships - \$3,066.78

Treasurer's Report

Personnel

Approved the stipends for pay periods ending March 5, 2016 and March 19, 2016

PRESIDENT'S REPORT

Dr. Corcoran reported the Modern Language Association's Executive Council has appointed Dr. Robyn Schiffman, dean for English, Math and Education, to a three-year term on its Committee on Community Colleges. The MLA is the largest and most influential professional association for English and language teachers in higher education. Dr. Corcoran congratulated Dr. Schiffman on her appointment. There was more news from Dr. Schiffman's division. It was confirmed late last week in that it is now official that IVCC has earned accreditation from the National Association for the Education of Young Children for its Early Childhood Associate Degree program. In layman's terms, this means that IVCC will be looked upon as a national leader in early childhood professional teacher preparation. Dr. Corcoran noted that high quality programs and services are a reflection of the people who work at IVCC. Tammy Landgraf will be recommended for full-time employment to follow Diane Christianson upon her retirement. Dr. Corcoran congratulated Diane, Tammy, and Lynne Weber for the work they have put into gaining this national recognition. Michael Pecherek was recently honored at the local Omni Arts awards ceremony with the Music Award of Excellence. IVCC is lucky that Mike's dedication to the arts and teaching have been so apparent to everyone at IVCC. IVCC's students and Mike's colleagues have acquired a much better appreciation for music because of his influence. Everyone talks a lot these days about STEM programs and their connection to jobs, however, it is Mike who often makes sure that the letter "A" is added to that acronym (as in "STEAM") so that it reflects the importance of science, technology, engineering, the arts, and math when describing a well-rounded education. The annual student academic awards banquet held on April 5 was a terrific event thanks to Mark Grzybowski, Linda Hawkins and Crystal Credi. Dr. Corcoran thanked Trustees Laurie Bonucci and David Mallery for representing the Board. Dr. Anderson and Dr. Corcoran both felt that all of the speakers, including Mark, Dr. Pat Pence, Kaitlin Raineri and Trevor Finnan, did a wonderful job.

Kaitlin Raineri and her mother joined Dr. Corcoran and Eric Schroeder earlier this week in Chicago as the 2016 All-USA Community College Academic Team and Coca-Cola New Century Scholars were recognized and celebrated for their academic excellence and outstanding leadership accomplishments. Kaitlin was the top-scoring student from Illinois (with 1,900 nominations received) and IVCC is very proud of her. IVCC is equally proud of Austin Burnette who will be honored in Springfield on April 19 for being a member of the All-Illinois Academic Team along with Kaitlin. Dr. Corcoran congratulated Austin on his academic accomplishments. Janice Corrigan, Donna Swiskoski, Fran Brolley and a large group of supporters across the college planned and executed a wonderful “70s Night” fundraiser for the IVCC Foundation last weekend. Dr. Corcoran thanked Melissa and Doug Olivero, Larry and Chris Huffman, Jane and Keith Goetz, Everett and Dee Solon, Walt and Nancy Zukowski, and Dominick Demonica for their tremendous financial support of this special event. Cory Tomasson has advised Dr. Corcoran of the results of the recently held SGA elections: Ellen Herrmann is the new student body president, Lexi Scarpaci is vice president, Sarah Tipton will be joining the Board on a monthly basis as student trustee, Christian Mendez is the SGA secretary, Abbey Azarskis is the treasurer, Gabe Braboy and Mike Milaski are sophomore representatives, and Dexter Baker and Hugo Perez have both been elected to handle sophomore programming board duties. Dr. Corcoran thanked everyone who encouraged these students to step forward and serve in such important leadership positions. And finally, Dr. Corcoran asked the Board members to let his office know if they are planning to attend the annual employee recognition event on April 29 at Grand Bear Lodge, and Lobby Day activities in Springfield on May 4.

COMMITTEE REPORTS

Dr. Driscoll reported on the highlights of the Planning Committee which was held on April 4, 2016. He pointed out the 2015 Integrated Postsecondary Education Data System (IPEDS) Feedback Report showed a decline in enrollment which is a big concern as a College. Undergraduate fees increased \$320 which caused IVCC’s tuition and fees to increase in rank from fifth to third out of twelve. The net price of attendance increased and IVCC now ranks second among its peers. The Market Penetration Report is the percent of recent district high school graduates that matriculate at IVCC which is between 20 to 24 percent. The report provides data, but Dr. Driscoll feels he is left asking for more. On the Personal Assessment of the College Environment (PACE) survey, Figure 3 ranks the College climate into four categories – coercive, competitive, consultative, and collaborative. IVCC ranked close to the consultative to collaborative which was encouraging to see. The lowest scores were in the consultative program or quality program. The College needs to work on the Academic Quality Improvement Program (AQIP). There was positive and negative feedback to help the College become better. Mr. Mallery had concerns with IVCC being higher than its peers in tuition and fees, federal loans, and institutional support. He encouraged the Board and administration to look at these areas again. Ms. Olivero noted the Audit/Finance Committee has worked with the administration to hold expenses and Ms. Goetz noted the faculty might have a longer period of experience while the peer groups do not. The report does not have all the information.

Mr. Burnette attended the March ISAC meeting. He noted IVCC’s textbook rental was a model for other community colleges. The net cost per book on the rental program was \$28. The other item discussed was the lowering of high school equivalency scores to enroll in college. There is a

concern that the higher load of real courses that would be required may end up being a barrier to students taking on an extra semester and lowering their confidence to get through the degree program. Colleges may want to consider this as they move forward with their remedial programs.

FACULTY RETIREMENT – KAUSHALYA JAGASIA, ENGLISH INSTRUCTOR

It was moved by Mr. Solon and seconded by Dr. Driscoll to accept with regret Kaushalya Jagasia's request for retirement effective August 1, 2016 and wish her a long, happy, and healthy retirement. Motion passed by voice vote.

FACULTY APPOINTMENT – MS. TAMMY LANDGRAF, EARLY CHILDHOOD EDUCATION INSTRUCTOR/PROGRAM COORDINATOR

It was moved by Ms. Goetz and seconded by Mr. Burnette to approve the appointment of Ms. Tammy Landgraf as Early Childhood Education Instructor/Program Coordinator assigned to the Division of English, Mathematics, and Education, with placement on the 2016/2017 faculty salary schedule at Step B-8, \$51,496 annualized. Motion passed by voice vote.

Dr. Anderson read a statement from Ms. Landgraf who was unable to attend the meeting. Ms. Landgraf thanked the Board for their commitment to IVCC and its students by serving on the Board. She thanked them for approving her employment and she is looking forward to building on the strengths of the program and taking new steps in outreach and marketing to showcase all of the changes the ECE program has undergone. She is working closely with Diane Christianson, retiring ECE Program Coordinator, to ensure a smooth transition that upholds and exceeds the reputation already established.

SABBATICAL LEAVE REQUEST – SUE CALEY OPSAL

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the sabbatical leave for Sue Caley Opsal for 2016-2017 academic year. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513. Motion passed by voice vote.

SABBATICAL LEAVE REQUEST – JEFFREY SPANBAUER

It was moved by Mr. Solon and seconded by Dr. Driscoll to approve the sabbatical leave for Jeffrey Spanbauer for fall semester 2016. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513. Motion passed by voice vote.

BID RESULTS – AUDIO VISUAL EQUIPMENT FOR LECTURE HALL D225

It was moved by Mr. Mallery and seconded by Dr. Huffman to accept the bid of \$14,230 from Perlmutter Purchasing Power, San Diego, CA for audio visual equipment for lecture hall D225. Motion passed by voice vote.

BID RESULTS – EXMARK LAZER X MOWER

It was moved by Dr. Driscoll and seconded by Mr. Solon to accept the bid from Smith's Sales & Services as the lowest, most responsible bid for an Exmark Lazer X Mower in the amount of \$6,749. Motion passed by voice vote.

TRANSFER OF FUNDS FOR CLASSROOM TECHNOLOGY IMPROVEMENTS

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the transfer of \$18,866 from the Auxiliary Enterprise Fund to the Education Fund for Classroom Technology Improvements. Motion passed by voice vote.

FY2017 BOARD OF TRUSTEES BUDGET

It was moved by Ms. Goetz and seconded by Mr. Solon to approve the tentative FY2017 Board of Trustees Budget, as presented. Dr. Driscoll questioned the expense of the ICCTA membership. Due to the lack of funding from the state and the limited benefits of the organization, he recommended discontinuing the membership in ICCTA. Melissa noted that the organization has a good trustee orientation program, many student trustee benefits, and many events for presidents of community colleges. Ms. Bonucci noted she learns a lot from the emails received from ICCTA. Mr. Mallery suggested the student activities fee cover the cost of the student trustee. Mr. Mallery did feel that ICCTA does lobby for the community colleges and community colleges fair better than the other higher education institutions in the percentage that is adjusted each year. Community colleges have held level funding where the state universities have seen a decrease. Dr. Driscoll's argument is based on the funding from the state and lobbying was not effective this past year. A roll call vote was taken with aye – continuing the membership in ICCTA and naye – discontinuing the membership in ICCTA.

Student Advisory Vote: “Aye” – Mr. Burnette. Roll Call Vote: “Ayes” – Mr. Solon, Ms. Goetz, and Ms. Olivero. “Nayes” – Mr. Mallery, Dr. Driscoll, Ms. Bonucci, and Dr. Huffman. IVCC will discontinue its membership in the ICCTA. The Board of Trustees budget will be adjusted and presented at next month's meeting.

BOARD POLICIES (SECOND READING)

It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve the changes to the Board Policies as presented and approve the new Board Policy – Credit Hour as presented. Since the last reading of the Board policies, updates and changes were made. The policies are current with the direction from the Board of Trustees. Mr. Mallery had concerns with Board Policy 6.13 – Sexual Misconduct, Sexual and Other Harassment. He does not want anyone subject to harassment and the whole section on definitions and examples of Board Policy 6.13 is based on Title IX. Mr. Mallery believes another section is needed above and beyond Title IX. Ms. Olivero asked the administration to address other examples of harassment outside of sexual harassment and to work with Walt Zukowski. Motion passed by voice vote.

RATIFICATION OF ENGAGEMENT LETTER

It was moved by Ms. Bonucci and seconded by Mr. Solon to approve entering into a mutually agreeable engagement letter with Atty. Stephen E. Balogh. Motion passed by voice vote.

TRUSTEE COMMENT

Laurie Bonucci attended the Student Academic Awards Ceremony and noted it was a wonderful night. She commented on the appointment of Ed Young as the Head Women's Soccer Coach. He was a coach at her children's school and noted that Mr. Young is not all about winning; it is about character with Mr. Young.

CLOSED SESSION

It was moved by Dr. Driscoll and seconded by Ms. Goetz to convene a closed session at 7:23 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) probable litigation; 3) student discipline; 4) collective negotiations; and 5) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 7:32 p.m. On a motion by Ms. Bonucci and seconded by Dr. Driscoll, the regular meeting resumed at 9:39 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Mr. Solon and seconded by Ms. Bonucci to approve and retain the closed session minutes, as amended, for the March 10, 2016 Board meeting. Motion passed by voice vote.

OTHER

Ms. Olivero noted the Board Self-Evaluation results were similar to last year. She noted that next year the Board may have new members and her term as chair will expire. At that time another board retreat should take place to discuss where the College is and where it will be going. Ms. Olivero asked everyone to review the evaluation and discuss any concerns at the next board meeting. Dr. Driscoll noted the way the Board has worked through difficult issues has been a nice step forward. As a team the Board showed respect and even though members had different opinions, Dr. Driscoll thought this was one of the more collegial boards this past year.

ADJOURNMENT

Dr. Driscoll declared the meeting adjourned at 9:46 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
April 18, 2016

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4 p.m. on Monday, April 18, 2016 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Larry D. Huffman, Chair
Physically Present: Jane E. Goetz

Committee Members
Absent: Everett J. Solon

Others Physically Present: Jerry Corcoran, President
 Cheryl Roelfsema, Vice President for Business Services and Finance
 Deborah Anderson, Vice President for Academic Affairs
 Sue Isermann, Associate Vice President for Academic Affairs
 Kathy Ross, Controller
 Renee Prine, Counselor
 Vince Brolley, Instructor
 Stephen Alvin, Instructor

The meeting was called to order at 4 p.m. by Dr. Huffman.

FY2017 BUDGET ASSUMPTIONS

Budget officers had a deadline of April 18 to have their FY2017 budget information to the accounting office. This information will be compiled and the budget council will meet on Wednesday, May 4 to prepare a balanced operating budget. There has been no update on property tax revenues since the last Audit/Finance meeting in February. The credit hours are projected to remain at FY2015 levels. Spring enrollments are leveled off and the decline has seemed to slow. State funding is based on 75 percent of the FY2015 appropriation. The budget is to be prepared with annual salary increases averaging 2.0 percent. The previous financial plan projected seven retirements, but eight retirements have been received – six full-time and two part-time employees. Four of the full-time employees are being replaced and two positions are going to the budget council for discussion. One part-time position will not be filled and the other position is going to the budget council for consideration to make this a full-time position. There is one additional position, the agriculture program coordinator/instructor. Benefits are projected to increase by 8.0 percent. The administration continues to look for other health care solutions including moving to another health insurance cooperative. Professional development will be budgeted at \$111,000. Capital expenditures are projected at \$200,000 to \$300,000. This will cover upgrades to Information Technology infrastructure and minor facility upgrades. Information Technology and Learning Technology departments have approximately \$400,000 in reserve funds to spend for

special projects. The Protection, Health, and Safety levy will cover the costs to replace air handlers and chillers in Buildings B and D. A \$10,000 match for Project Success is included in each year of the forecast. If the FY2016 state funding is 75 percent of FY2015 levels and the MAP grants are not funded, this is a loss of \$1.2 million in revenue for IVCC. As of June 30, 2015, the College had \$2.1 million in operating reserves above the required 25 percent required by board policy. These excess reserves can be used to cover any deficits caused by the lack of state funding for FY2016 and possibly for FY2017. After that the College will not have any reserves above the 25 percent. Budgets have been reduced and the only line items that can be reduced are salaries and benefits. If the College borrows from the \$4.5 million working cash fund, a plan to restore those funds within one year must be developed and followed. If it is not repaid, the entire working cash fund is abolished. The College may need to use working cash for cash flow purposes until the 2016 tax payments are received. With the low commodity prices, the value of farm land may be declining. Farm land is 16 percent of IVCC's EAV. Dr. Corcoran noted that IVCC has been fortunate compared to what information has been received from across the State. Dr. Corcoran attributes this to Cheryl Roelfsema and the Board's insistence of reserves.

REQUEST FOR PROPOSAL RESULTS – BANKING SERVICES

Three proposals were received. Centru Bank offered the best interest rate, a nearby location and a wide range of services. Illini State Bank has the lowest fees, a nearby location, did not offer all of the services, but did offer an interactive website. Illini State Bank does not guarantee its interest rate. First Midwest offered a wide range of services, the lowest interest rate, the highest fees, and its locations are approximately 25 miles from campus. The recommendation of Centru Bank will be presented to the full Board.

DEPARTMENT OF LABOR CHANGES TO OVERTIME RULES

The Department of Labor is expected to issue final regulations in early July modifying the current Fair Labor Standards Act overtime rules for salaried workers. The new regulations could go into effect as early as September 1, 2016. This could mean an additional \$30,000 in expenditures for the budget.

DUAL CREDIT PROGRAM ENHANCEMENTS

Two options to enhance the dual credit program are being considered. If students qualify for the free or reduced lunch program at their school, the tuition could be waived if the courses are taught by a high school instructor. If the course is taught by an IVCC instructor, tuition would be free up to course capacity. This would not have any economic consequences but could increase enrollments and provide an opportunity to economically-disadvantaged students. It could incentivize the students to pursue their education at IVCC. Thirty-five percent of dual credit students pursue their education at IVCC. For courses taught by high school teachers, the high schools were reimbursed per course. The payment to the high schools was required by the ICCB to qualify for reimbursement. Since the start of the program, ICCB has dropped this requirement and the administration will work with each high school over the next two to three years to phase out these payments. The other option is for high school students who complete 30 credit hours of dual credit courses in high school could enroll at IVCC in the summer or fall semester following high school graduation and continue to get the reduced tuition for another 30 credit hours. Universal fees would be charged. It is estimated that approximately 20 students per year could

qualify for this offer. Completion of a FAFSA would be a requirement to enroll at IVCC. If the student qualifies for financial aid, the tuition would be paid by Pell or MAP first. It was suggested to gather information from the schools as to how many received dual credit courses free and how many of them enrolled at IVCC. It was also suggested to conduct a survey as to the number of free and reduced lunch students would enroll in dual credit courses. The administration will continue to work with the high schools to discuss the options and transition into it. There will be another Audit/Finance Committee meeting before the tentative budget is prepared to discuss the options further.

INTER-DISTRICT COOPERATIVE AGREEMENTS

The College has inter-district agreements with four community colleges designed for split district high schools to provide students of these districts with the option of attending either community college at in-district tuition rate charges. The administration continues to look at the student's best interest and IVCC's best interest. This agenda item was to put the Board on notice that the administration is looking into these agreements.

DALZELL TIF DISTRICT EXTENSION

Illinois Valley Community College and the Village of Dalzell entered into an intergovernmental agreement in 1995 to make the College "whole" when a TIF District was developed in Dalzell. The Village is asking for the College to support a 12-year extension to the TIF District and the College is complying provided the Village extends the intergovernmental agreement for another 12 years.

RESPONSE TO AUDITOR'S BUSINESS ADVICE

During the last audit, suggestions were recommended for implementation into the College's best practices. A response to these suggestions was provided to the Audit/Finance Committee. One of the suggestions was to perform an independent assessment of its Information Technology external perimeter at least annually. The administration received a quote of over \$25,000 from the auditing firm and will be seeking requests because the cost was too high.

OTHER

None.

ADJOURNMENT

Dr. Huffman declared the meeting adjourned at 4:44 p.m.

Larry D. Huffman
Audit/Finance Committee Chair

Melissa M. Olivero, Board Chair

Larry D. Huffman, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

APRIL 2016

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – April 2016

Revenues

- As of April 29, the headcount for spring semester was 3,701, which is 171 students less than at the same point in time last year. Credit hours for spring 2016 decreased by 1,967, or 6.71 percent, from this point in time one year ago, for a total of 27,342. Spring semester credit hours reached a high in spring semester 2010 with 40,455 reimbursable credit hours.

Registration for summer semester began on April 8. As of April 29, the headcount for summer semester 2016 was 1,025 and credit hours were 5,109, a 6.49 percent increase from one year ago. Total reimbursable credit hours for summer 2015 were 6,166, the first increase since summer semester 2009 when credit hours were 11,730.

Registration for fall semester began on April 13. As of April 29, the headcount for fall semester was 1,244 and credit hours were 13,595, an increase of .67 percent from this point in time one year ago. This is the first positive news about fall semester enrollments since fall semester 2010 when reimbursable credit hours reached a high of 43,998.

- On April 22, Governor Rauner signed SB 2059 which provided \$74,142,300 for community colleges and \$169,000,000 for MAP funding. IVCC will receive \$611,895 in base operating and equalization funding and \$273,786 for fall semester MAP grants. Spring MAP grants remain unpaid at approximately \$275,000. At this point there is no further appropriation and we may not record any additional State revenues for FY2016. The FY2017 budget is being prepared with the assumption of 75 percent of the FY2015 State appropriation.
- Four counties have reported EAV (equalized assessed valuation) numbers: DeKalb, Lee, Livingston, and Putnam. In total these counties are reporting a 1.7 percent increase in tax year 2015 EAV. Farmland values are up 2.7 percent; residential property up 2.1 percent, commercial property up 6.1 percent, and industrial property down 3.1 percent. These four counties are less than 10 percent of our total EAV; we hope these trends will continue in the remaining counties.

Expenditures

College operations are continuing as normal despite little State funding. Revenue projections show a shortfall of \$2.4 million in operating revenues: \$1.8 million in State funding and \$600,000 in tuition. The FY2016 budget included \$176,767 in contingency funds and a working cash transfer of \$70,000. There is \$250,000 available to transfer from the working cash fund. Expenditures are trending to be within the FY2016 budget. The lack of revenue could deplete our operating fund reserves to the required 25 percent of annual operating expenditures.

Protection, Health & Safety Projects:

- Building A Air Handler/Chiller Replacement – at substantial completion; punch list items being worked on;
- Building B Air Handler/Chiller Replacement – a pre-construction meeting was held with John's Service and Sales on April 7, 2016; installation to start in December 2016;
- Building D Air Handler/Chiller Replacement – approved by ICCB with installation planned for winter 2017;
- Lecture Hall D225 Renovation – a pre-construction meeting was held with both Vanguard Contractors and Luse Companies; construction is scheduled to start the first week of May; completion is scheduled for early August 2016.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 April 30, 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	\$ (483,975)	\$ 2,850,391	\$ 177,290	\$ 738,546	\$ 115,183			\$ 3,397,435
Investments	3,726,901	9,486,096	633,447	480,295	-			14,326,739
Receivables								
Property taxes	7,911,385	1,797,330	268,313	-	-			9,977,028
Governmental claims	-	717,564	-	-	-			717,564
Tuition and fees	2,521,609	476	-	48,706	-			2,570,791
Due from other funds	2,063,937							2,063,937
Due from student groups								-
Bookstore inventories	-	-	-	1,008,000	-			1,008,000
Other assets	73,362	51,436	-	11,207	-		941,748	1,077,753
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	-		-		-		(676,748)	(676,748)
Other Debits	<u>\$15,813,219</u>	<u>\$14,903,293</u>	<u>\$ 1,079,050</u>	<u>\$ 2,295,112</u>	<u>\$ 115,183</u>	<u>\$61,977,676</u>	<u>\$ 265,000</u>	<u>\$ 96,448,533</u>

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 April 30, 2016

	Governmental Fund Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General	General	
						Fixed Assets	Long-Term Debt	
Liabilities								
Accounts payable	\$ 222,500	\$ -	\$ 3,146	\$ 23,871	\$ 13,400			\$ 262,917
Accrued salaries & benefits	1,141,691	25,328	-	20,198	-			1,187,217
Post-retirement benefits & other	62,839	-	-	-	-			62,839
Unclaimed property	1,632	2,407	-	-	18			4,057
Due to other funds	50,829	1,903,182	-	109,926	-			2,063,937
Due to student groups/deposits	55,690	-	-	-	101,765			157,455
Deferred revenue								-
Property taxes	3,958,411	899,275	134,156	-	-			4,991,842
Tuition and fees	2,466,690	-	-	-	-			2,466,690
Grants	-	-	-	-	-			-
Bonds payable	-	-	-	-	-		265,000	265,000
Total liabilities	<u>7,960,282</u>	<u>2,830,192</u>	<u>137,302</u>	<u>153,995</u>	<u>115,183</u>	<u>-</u>	<u>265,000</u>	<u>11,461,954</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		12,073,101						12,073,101
Reserved for debt service			941,748					941,748
Unreserved	7,852,937	-	-	2,141,117	-			9,994,054
Total equity and other credits	<u>7,852,937</u>	<u>12,073,101</u>	<u>941,748</u>	<u>2,141,117</u>	<u>-</u>	<u>61,977,676</u>	<u>-</u>	<u>84,986,579</u>
Total Liabilities, Equity and Other Credits	<u>\$15,813,219</u>	<u>\$14,903,293</u>	<u>\$ 1,079,050</u>	<u>\$ 2,295,112</u>	<u>\$ 115,183</u>	<u>\$61,977,676</u>	<u>\$ 265,000</u>	<u>\$ 96,448,533</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 ten months ended April 30, 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	\$ 15,681,831	\$ 2,100,972	\$ 1,500,028	\$ 1,264,439	\$ 18,566	\$ 1,885,788	\$ 5,051,293	\$ 283,876	\$ 39,036	\$ 27,825,829
Actual Expenditures	(15,668,135)	(1,859,695)	(2,303,501)	(1,264,375)	-	(2,116,565)	(5,391,357)	(730,659)	(32,475)	(29,366,762)
Other Financing Sources (Uses)	45,460	-	-	-	-	20,774	10,000	-	-	76,234
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	59,156	241,277	(803,473)	64	18,566	(210,003)	(330,064)	(446,783)	6,561	(1,464,699)
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 April 30, 2016	<u>\$ 4,899,042</u>	<u>\$ 2,954,606</u>	<u>\$ 5,687,951</u>	<u>\$ 1,437,956</u>	<u>\$ 4,752,534</u>	<u>\$ 2,141,116</u>	<u>\$ (340,885)</u>	<u>\$ 1,916,190</u>	<u>\$ 36,341</u>	<u>\$ 23,484,851</u>

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Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the ten months ended April 30, 2016

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,826,706	\$ 6,728,723	98.6%	\$ 6,762,867	100.0%	\$ 6,762,916
Corporate Personal Property Replacement Tax	873,556	450,077	51.5%	695,896	87.1%	798,556
TIF Revenues	381,000	378,826	99.4%	353,533	92.8%	381,000
Total Local Government	8,081,262	7,557,626	93.5%	7,812,296	98.4%	7,942,472
State Government:						
ICCB Credit Hour Grant	2,009,096	-	0.0%	1,265,974	65.8%	1,923,233
Equalization	50,000	-	0.0%	33,333	66.7%	50,000
Career/Technical Education Formula Grant	165,000	-	0.0%	98,466	59.7%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	2,224,096	-	0.0%	1,397,773	65.4%	2,138,233
Federal Government						
PELL Administrative Fees	8,300	6,395	77.0%	7,145	71.5%	10,000
Total Federal Government	8,300	6,395	77.0%	7,145	71.5%	10,000
Student Tuition and Fees:						
Tuition	7,451,219	6,989,160	93.8%	6,906,639	93.3%	7,399,631
Fees	897,300	814,091	90.7%	860,099	89.0%	966,527
Total Tuition and Fees	8,348,519	7,803,251	93.5%	7,766,738	92.8%	8,366,158
Other Sources:						
Public Service Revenue	428,950	223,029	52.0%	363,053	87.7%	413,960
Nongovernmental Gifts	-	-	0.0%	-	0.0%	40,000
Other	90,102	91,530	101.6%	97,654	89.2%	109,472
Total Other Sources	519,052	314,559	60.6%	460,707	81.8%	563,432
TOTAL EDUCATION FUND REVENUE	\$ 19,181,229	15,681,831	81.8%	17,444,659	91.7%	19,020,295
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,915,712	7,336,731	82.3%	7,475,662	84.1%	8,893,252
Employee Benefits	1,585,859	1,427,856	90.0%	1,509,178	96.3%	1,567,960
Contractual Services	147,647	127,456	86.3%	72,894	51.8%	140,588
Materials & Supplies	461,421	251,035	54.4%	278,316	63.1%	441,166
Conference & Meeting Expenses	92,169	45,724	49.6%	35,184	49.7%	70,829
Fixed Charges	197,500	165,338	83.7%	186,696	85.1%	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	\$ 11,404,402	\$ 9,354,140	82.0%	\$ 9,557,950	84.3%	\$ 11,337,140

Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the ten months ended April 30, 2016

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
Academic Support:						
Salaries	\$ 692,859	\$ 536,163	77.4%	\$ 539,545	80.2%	\$ 672,958
Employee Benefits	144,988	120,000	82.8%	132,602	98.5%	134,630
Contractual Services	172,207	151,459	88.0%	132,386	79.2%	167,246
General Materials & Supplies	473,885	228,712	48.3%	136,499	56.0%	243,898
Conference & Meeting Expenses	11,445	3,749	32.8%	4,550	38.3%	11,885
Fixed Charges	-	-	0.0%	300	0.0%	-
Utilities	25,343	18,496	73.0%	21,851	86.4%	25,283
Capital Outlay	78,750	42,640	54.1%	16,595	1952.4%	850
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,599,477</u>	<u>1,101,219</u>	68.8%	<u>984,328</u>	78.3%	<u>1,256,750</u>
Student Services:						
Salaries	1,226,134	1,034,216	84.3%	939,156	78.6%	1,194,194
Employee Benefits	322,348	263,679	81.8%	269,438	90.8%	296,852
Contractual Services	7,400	4,571	61.8%	5,309	84.9%	6,250
Materials & Supplies	54,260	39,815	73.4%	41,675	77.8%	53,560
Conference & Meeting Expenses	22,955	13,018	56.7%	14,670	71.0%	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>1,355,299</u>	83.0%	<u>1,270,248</u>	80.8%	<u>1,571,531</u>
Public Services/Continuing Education:						
Salaries	453,520	329,990	0.0%	395,987	88.8%	445,953
Employee Benefits	51,310	54,714	106.6%	60,677	116.8%	51,932
Contractual Services	224,150	149,638	66.8%	154,998	58.9%	263,250
Materials & Supplies	78,350	74,726	95.4%	63,618	74.8%	85,025
Conference & Meeting Expenses	19,465	9,509	48.9%	8,605	68.8%	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>618,577</u>	74.8%	<u>684,419</u>	79.7%	<u>858,670</u>
Institutional Support:						
Salaries	1,792,349	1,468,674	81.9%	1,434,589	85.1%	1,686,123
Employee Benefits	486,552	448,305	92.1%	465,887	92.2%	505,137
Contractual Services	623,325	545,906	87.6%	641,883	119.9%	535,329
Materials & Supplies	502,230	343,967	68.5%	429,373	88.6%	484,584
Conference & Meeting Expenses	60,750	27,810	45.8%	21,081	31.5%	66,900
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	9,628	9,512	98.8%	8,739	77.8%	11,228
Capital Outlay	157,250	93,727	59.6%	386,434	51.4%	751,280
Other	24,375	(40,568)	-166.4%	(925)	-2.3%	41,000
Provision for Contingency	151,767	-	0.0%	-	0.0%	-
Total Institutional Support	<u>3,808,226</u>	<u>2,897,333</u>	76.1%	<u>3,387,061</u>	83.0%	<u>4,081,581</u>
Scholarships, Grants and Waivers	488,750	341,567	69.9%	393,484	66.8%	588,700
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,760,747</u>	<u>\$ 15,668,135</u>	79.3%	<u>\$ 16,277,490</u>	82.7%	<u>\$ 19,694,372</u>
INTERFUND TRANSFERS - NET	<u>\$ 580,268</u>	<u>\$ 45,460</u>	0.0%	<u>\$ (14,805)</u>	0.0%	<u>\$ 751,280</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the ten months ended April 30, 2016**

	<u>Annual Budget FY2016</u>	<u>Actual 4/30/16</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/15</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2015</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,197,142	\$ 1,194,677	99.8%	\$ 1,206,113	100.0%	\$ 1,206,048
Corporate Personal Property Replacement Tax	165,921	79,425	47.9%	122,805	87.1%	140,921
TIF	127,000	126,275	99.4%	117,844	92.8%	127,000
Total Local Government	<u>1,490,063</u>	<u>1,400,377</u>	<u>94.0%</u>	<u>1,446,762</u>	<u>98.2%</u>	<u>1,473,969</u>
State Government:						
ICCB Credit Hour Grant	174,704	-	0.0%	223,407	65.8%	339,394
Total State Government	<u>174,704</u>	<u>-</u>	<u>0.0%</u>	<u>223,407</u>	<u>65.8%</u>	<u>339,394</u>
Student Tuition and Fees:						
Tuition	610,408	559,012	91.6%	569,410	96.7%	589,134
Total Tuition and Fees	<u>610,408</u>	<u>559,012</u>	<u>91.6%</u>	<u>569,410</u>	<u>96.7%</u>	<u>589,134</u>
Other Sources:						
Facilities Revenue	125,000	137,738	110.2%	113,527	98.7%	115,000
Investment Revenue	1,500	2,760	184.0%	1,166	58.3%	2,000
Other	-	1,085	0.0%	8,628	-	-
Total Other Sources	<u>126,500</u>	<u>141,583</u>	<u>111.9%</u>	<u>123,321</u>	<u>105.4%</u>	<u>117,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,401,675</u>	<u>\$ 2,100,972</u>	<u>87.5%</u>	<u>\$ 2,362,900</u>	<u>93.8%</u>	<u>\$ 2,519,497</u>
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 870,560	\$ 717,710	82.4%	\$ 695,500	81.0%	\$ 858,848
Employee Benefits	261,511	215,538	82.4%	268,548	100.8%	266,394
Contractual Services	196,000	133,632	68.2%	228,920	128.2%	178,550
General Materials & Supplies	224,070	122,150	54.5%	138,190	63.3%	218,470
Conference & Meeting Expenses	5,675	1,796	31.6%	710	41.2%	1,725
Fixed Charges	69,750	61,995	88.9%	69,295	104.6%	66,250
Utilities	649,713	598,931	92.2%	527,605	72.6%	726,900
Capital Outlay	94,000	16,595	17.7%	371,015	59.3%	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>1,805,347</u>	<u>77.4%</u>	<u>2,236,783</u>	<u>77.7%</u>	<u>2,880,175</u>
Institutional Support:						
Salaries	48,149	36,340	75.5%	35,031	70.7%	49,556
Employee Benefits	10,297	9,788	95.1%	9,668	100.0%	9,665
Contractual Services	1,500	2,491	166.1%	2,491	166.1%	1,500
Materials & Supplies	3,450	1,519	44.0%	1,689	46.9%	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>54,348</u>	<u>79.5%</u>	<u>53,089</u>	<u>76.6%</u>	<u>69,322</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,401,675</u>	<u>\$ 1,859,695</u>	<u>77.4%</u>	<u>\$ 2,289,872</u>	<u>77.6%</u>	<u>\$ 2,949,497</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2016 Budget to Actual Comparison
 For the ten months ended April 30, 2016

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,496,428	\$ 1,493,346	99.8%	\$ 1,487,237	99.2%	\$ 1,498,515
State Government Sources	235,000	-	0.0%	-	0.0%	2,000,000
Investment Revenue	3,572	6,682	187.1%	3,648	45.6%	8,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,735,000	1,500,028	86.5%	1,490,885	42.5%	3,506,515
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	48,145	0.0%	37,412	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	2,977,071	2,255,356	75.8%	667,816	19.1%	3,500,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 2,977,071	2,303,501	77.4%	705,228	20.1%	3,500,000
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ 270,000		\$ 270,000
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,267,175	\$ 1,263,099	99.7%	\$ 1,264,531	99.9%	\$ 1,266,316
Investment Revenue	1,000	1,340	134.0%	941	26.9%	3,500
TOTAL BOND & INTEREST FUND REVENUES	1,268,175	1,264,439	99.7%	1,265,472	99.7%	1,269,816
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
TOTAL BOND & INTEREST EXPENDITURES	\$ 1,267,688	\$ 1,264,375	99.7%	\$ 1,248,044	98.5%	\$ 1,266,925
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ 18,566	92.8%	\$ 13,500	54.0%	\$ 25,000
TOTAL WORKING CASH REVENUES	20,000	18,566	92.8%	13,500	54.0%	25,000
Transfers In (Out)	\$ (70,000)	-	0.0%	-		-

Illinois Valley Community College District No. 513
Fiscal Year 2016 Budget to Actual Comparison
For the ten months ended April 30, 2016

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 2,385,600	\$ 1,882,178	78.9%	\$ 2,084,863	93.5%	\$ 2,228,700
Other Revenue	-	2,335	0.0%	50	0.0%	-
Investment Revenue	3,000	1,275	42.5%	2,197	48.8%	4,500
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,388,600	1,885,788	78.9%	2,087,110	93.5%	2,233,200

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 339,239	268,610	79.2%	263,465	78.4%	336,026
Employee Benefits	89,872	67,094	74.7%	80,613	87.3%	92,335
Contractual Services	42,230	36,019	85.3%	34,480	76.5%	45,050
Materials & Supplies	1,973,765	1,566,228	79.4%	1,960,230	99.2%	1,975,230
Conference & Meeting	28,430	21,015	73.9%	20,981	79.3%	26,456
Fixed Charges	45,150	52,176	115.6%	46,421	102.8%	45,150
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	5,748	-	0.0%	-	0.0%	3,838
Other	111,500	105,423	94.5%	64,538	614.6%	10,500
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,635,934	2,116,565	80.3%	2,470,728	97.5%	2,534,585
Transfer In (Out)	\$(475,336)	\$ 20,774	0.0%	\$ 61,474	0.0%	\$ 338,586

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
RESTRICTED PURPOSES FUND						
Local Government Sources	\$ -	\$ -	0.0%	\$ 4,117	0.0%	\$ -
State Government Sources	313,970	7,800	2.5%	1,384,062	354.1%	390,814
Federal Government Sources	5,826,932	4,917,853	84.4%	7,054,272	104.3%	6,765,584
Service Fees	3,000	1,430	47.7%	12,730	424.3%	3,000
Nongovernmental gifts or grants	58,768	123,825	0.0%	458,763	0.0%	60,000
Other Revenue	-	385	0.0%	254	0.0%	-
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 6,202,670	5,051,293	81.4%	8,910,081	123.4%	7,219,398

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	\$ 474,258	361,337	76.2%	394,748	79.7%	495,023
Employee Benefits	108,540	110,762	102.0%	106,869	95.6%	111,838
Contractual Services	25,135	23,562	93.7%	62,715	82.7%	75,830
Materials & Supplies	57,846	59,367	102.6%	96,365	77.2%	124,746
Conference & Meeting	24,339	18,604	76.4%	21,777	34.4%	63,266
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	2,500	1,602	64.1%	1,780	135.5%	1,314
Capital Outlay	-	34,645	0.0%	423,096	200.0%	211,541
Other	-	-	0.0%	300	0.0%	-
Total Instruction	\$ 692,618	\$ 609,879	88.1%	\$ 1,107,650	102.2%	\$ 1,083,558

Illinois Valley Community College District No. 513
 Fiscal Year 2016 Budget to Actual Comparison
 For the ten months ended April 30, 2016

RESTRICTED PURPOSES FUND	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	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	159,184	83.8%	154,856	82.5%	187,602
Employee Benefits	77,435	73,501	94.9%	64,721	94.5%	68,484
Contractual Services	2,150	2,202	102.4%	7,073	304.9%	2,320
Materials & Supplies	2,100	2,432	115.8%	2,409	44.6%	5,400
Conference & Meeting	3,071	1,682	54.8%	2,104	34.4%	6,112
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	16,014	6,600	41.2%	34,900	174.5%	20,000
Total Student Services	<u>290,652</u>	<u>245,601</u>	<u>84.5%</u>	<u>266,063</u>	<u>91.8%</u>	<u>289,918</u>
Public Service						
Salaries	149,970	104,465	69.7%	133,405	87.5%	152,530
Employee Benefits	39,999	24,615	61.5%	37,402	107.3%	34,845
Contractual Services	500	2,216	443.2%	3,282	547.0%	600
Materials & Supplies	1,731	383	22.1%	3,432	150.9%	2,275
Conference & Meeting	2,800	5,085	0.0%	11,543	243.0%	4,750
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	297	0.0%	198	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Service	<u>195,000</u>	<u>137,061</u>	<u>70.3%</u>	<u>189,262</u>	<u>97.1%</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	\$ 88,364	100.0%	\$ 91,688	100.0%	\$ 91,689
Total Institutional Support	<u>88,364</u>	<u>88,364</u>	<u>100.0%</u>	<u>91,688</u>	<u>100.0%</u>	<u>91,689</u>
Student grants and waivers (PELL & SEOG)	<u>4,987,268</u>	<u>4,310,452</u>	<u>86.4%</u>	<u>7,415,065</u>	<u>134.9%</u>	<u>5,495,633</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u><u>6,253,902</u></u>	<u><u>\$ 5,391,357</u></u>	<u><u>86.2%</u></u>	<u><u>\$ 9,074,728</u></u>	<u><u>125.5%</u></u>	<u><u>\$ 7,229,398</u></u>
Transfer In (Out)	<u>\$ 26,482</u>	<u>\$ 10,000</u>	<u>0.0%</u>	<u>\$ 29,805</u>	<u>0.0%</u>	<u>\$ (15,000)</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2016 Budget to Actual Comparison
 For the ten months ended April 30, 2016

	Annual Budget FY2016	Actual 4/30/16	Act/Budget 83.3%	Actual 4/30/15	Act/Budget 83.3%	Annual Budget FY2015
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 270,255	\$ 268,542	99.4%	\$ 249,824	95.8%	\$ 260,808
Investment Revenue	5,000	9,575	191.5%	(1,302)	-5.2%	25,000
Other	-	5,759	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	275,255	283,876	103.1%	248,522	87.0%	285,808
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Operations & Maintenance of Plant						
Contractual Services	\$ 356,550	\$ 284,254	79.7%	\$ 301,483	85.8%	\$ 351,500
Material & Supplies	330	150	45.5%	466	186.4%	250
Conference & Meeting	500	289	57.8%	282	56.4%	500
Utilities	550	336	0.0%	432	0.0%	500
Capital Outlay	-	55,151	-	-	-	-
Total for Operations & Maintenance of Plant	\$ 357,930	\$ 340,180	95.0%	\$ 302,663	85.8%	\$ 352,750
Institutional Support						
Salaries	\$ 90,462	\$ 66,801	73.8%	\$ 63,523	86.2%	\$ 73,689
Employee Benefits	211,001	9,668	10.7%	9,450	4.3%	217,616
Contractual Services	23,150	69,648	300.9%	11,752	40.5%	29,000
Materials & Supplies	1,550	154	0.0%	1,089	108.9%	1,000
Conference & Meeting	-	2,000	0.0%	-	0.0%	-
Fixed Charges	319,850	242,208	75.7%	289,995	80.2%	361,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	646,013	390,479	60.4%	375,809	55.0%	682,805
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,003,943	\$ 730,659	72.8%	\$ 678,472	65.5%	\$ 1,035,555
AUDIT FUND						
Local Government Sources	\$ 37,708	\$ 39,012	103.5%	\$ 36,167	102.5%	\$ 35,277
Investment Revenue	250	24	0.0%	28	0.0%	-
TOTAL AUDIT FUND REVENUES	37,958	39,036	102.8%	36,195	102.6%	35,277
AUDIT FUND						
Contractual Services	35,000	32,475	92.8%	28,700	80.4%	35,700
TOTAL AUDIT FUND EXPENDITURES	\$ 35,000	\$ 32,475	92.8%	\$ 28,700	80.4%	\$ 35,700

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Illinois Valley Community College District No. 513
 Fiscal Year 2016 Budget to Actual Comparison
 All Funds - By Budget Officer
 For the ten months ended April 30, 2016

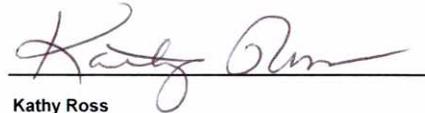
<u>Department</u>	<u>Annual Budget FY2016</u>	<u>Actual 4/30/2016</u>	<u>Act/Budget 83.3%</u>	<u>Explanation</u>
President	\$ 327,955	\$ 281,232	85.8%	
Board of Trustees	14,450	13,427	92.9%	
Community Relations	471,445	390,696	82.9%	
Continuing Education	999,560	757,971	75.8%	
Facilities	5,285,350	4,108,849	77.7%	
Information Technologies	2,250,342	1,669,119	74.2%	
Academic Affairs	315,414	266,351	84.4%	
Academic Affairs (AVPCE)	663,320	617,263	93.1%	
Adult Education	498,204	347,303	69.7%	
Learning Technologies	686,110	531,478	77.5%	
Career & Tech Education Division	1,757,289	1,300,404	74.0%	
Natural Science & Business Division	2,356,277	1,903,969	80.8%	
Humanities & Fine Arts/Social Science Division	1,975,607	1,832,347	92.7%	
Health Professions Division	2,209,935	1,854,533	83.9%	
English, Mathematics, Education Division	2,776,921	2,203,745	79.4%	
Admissions & Records	390,144	316,752	81.2%	
Counseling	644,907	532,739	82.6%	
Student Services	170,125	130,803	76.9%	
Financial Aid	5,449,406	4,710,732	86.4%	
Athletics	248,628	201,476	81.0%	
TRiO (Student Success Grant)	290,652	245,201	84.4%	
Campus Security	355,780	338,341	95.1%	\$55,000 final payment for DAS project
Business Services/General Institution	2,257,524	1,968,914	87.2%	
Risk Management	638,163	392,318	61.5%	
Tuition Waivers	553,750	341,567	61.7%	
Purchasing	87,443	74,805	85.5%	
Human Resources	128,966	103,425	80.2%	
Bookstore	2,201,887	1,781,308	80.9%	
Shipping & Receiving	68,396	54,348	79.5%	
Copy Center	140,993	95,346	67.6%	
Total FY16 Expenditures	<u>\$ 36,214,943</u>	<u>\$ 29,366,762</u>	81.1%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended April 30, 2016

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 592,683.78	\$ 355,769.09	\$ 599,845.35	\$ 177,290.31	\$ 738,932.41	\$ (477,944.27)	\$ 1,449,132.42	\$ 15,246.38	\$ (319,302.98)	\$ 529.11	\$ 3,132,181.60
Total Receipts	307,446.68	18,775.98	-	48.95	61,882.43	8,553.03	400.13	4.21	1,003,687.52	1,800.00	\$ 1,402,598.93
Total Cash	900,130.46	374,545.07	599,845.35	177,339.26	800,814.84	(469,391.24)	1,449,532.55	15,250.59	684,384.54	2,329.11	4,534,780.53
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	749,453.17	-	425,000.00	-	-	113,364.00	-	-	-	-	1,287,817.17
Expenditures	(1,245,159.94)	(164,596.55)	(1,150,276.54)	-	(101,318.17)	(73,092.94)	-	-	(21,707.32)	-	(2,756,151.46)
ACCOUNT BALANCE	404,423.69	209,948.52	(125,431.19)	177,339.26	699,496.67	(429,120.18)	1,449,532.55	15,250.59	662,677.22	2,329.11	3,066,446.24
Deposits in Transit	(12,225.48)										(12,225.48)
Outstanding Checks	535,134.44										535,134.44
BANK BALANCE	927,332.65	209,948.52	(125,431.19)	177,339.26	699,496.67	(429,120.18)	1,449,532.55	15,250.59	662,677.22	2,329.11	3,589,355.20
Certificates of Deposit	-	-	1,000,000.00	-	248,000.00	-	2,395,491.76	-	1,100,000.00	-	4,743,491.76
Illinois Funds	1,669,856.94	2,299,675.05	2,982,048.18	633,604.60	232,353.35	17,442.20	901,453.86	2,319.09	1,138.81	273,903.43	9,013,795.51
CDB Trust Fund CTC			2,990.70								2,990.70
Bldg Reserve-ILLFund			1,084,443.00								1,084,443.00
Total Investment	\$ 1,669,856.94	\$ 2,299,675.05	\$ 4,069,481.88	\$ 633,604.60	\$ 480,353.35	\$ 17,442.20	\$ 3,296,945.62	\$ 2,319.09	\$ 1,101,138.81	\$ 273,903.43	\$ 13,844,720.97

LaSalle State Bank	\$ 84,648.80
Centrue Bank	<u>3,504,706.40</u>
	<u>\$ 3,589,355.20</u>

Respectfully submitted,

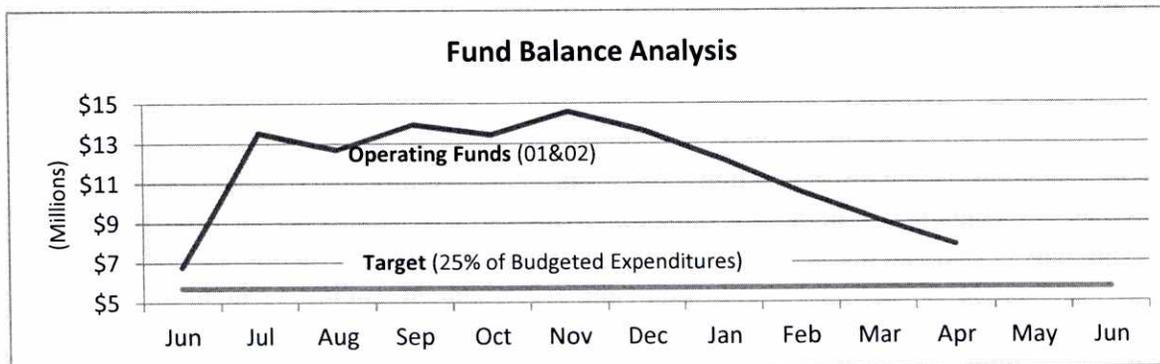
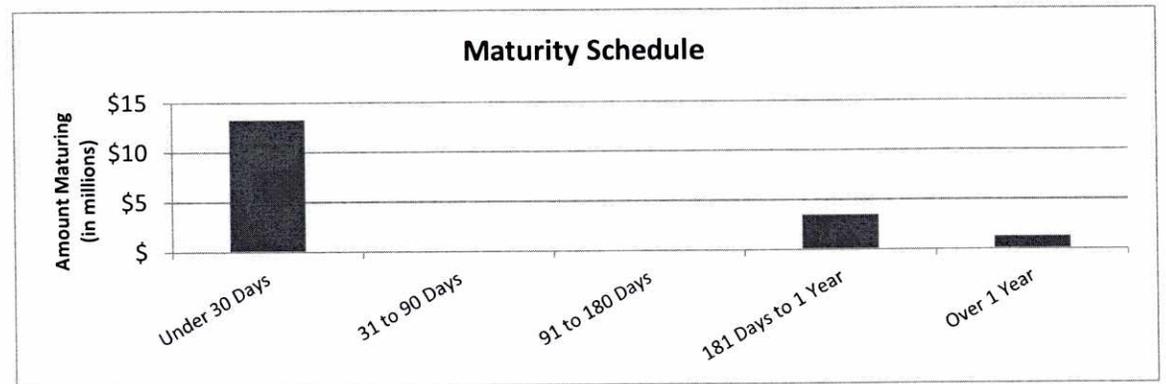
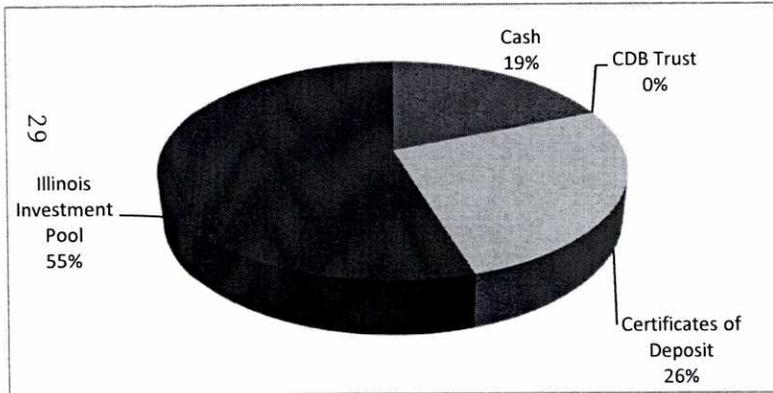


Kathy Ross
Controller

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
April 30, 2016**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	19.0%	\$ 3,417,333	0.34%
CDB Trust	0.0%	2,991	0.10%
Certificates of Deposit	26.3%	4,743,492	0.80%
Illinois Investment Pool	54.7%	9,854,160	0.36%
Total		\$ 18,017,976	0.48%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 9,854,160	-	-	\$ 9,854,160	55%
Centrue Bank	-	1,000,000	3,214,373	4,214,373	23%
North Central Bank	-	-	-	-	0%
Heartland Trust Acct	-	-	2,991	2,991	0%
LaSalle State Bank	-	1,000,000	87,777	1,087,777	6%
First State Bank	-	-	-	-	0%
Multi Bank Securities	-	1,493,492	-	1,493,492	8%
Heartland Bank	-	-	115,183	115,183	1%
Marseilles Bank	-	1,250,000	-	1,250,000	7%
	\$ 9,854,160	\$ 4,743,492	\$ 3,420,324	\$ 18,017,976	100%



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ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
April 30, 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>
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
4/2/2017						1,000,000		1,000,000	LSB	0.39%	0.39%	
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
4/13/2017							1,000,000	1,000,000	CB	0.70%	0.70%	2131035592
4/22/2017							100,000	100,000	MB	0.60%	0.60%	914161
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

OK

\$5,000 and Over Disbursements

04/01/16 - 04/30/16

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	04/02/16		Prudential	\$ 5,043.70	Life & Disability Insurance (April)
726885	04/05/16	0128254	Cargill Inc. Salt Division	5,722.68	Bulk Rock Salt
726890	04/05/16	0190646	CNE Gas Division, LLC	8,781.86	Natural Gas (February)
726893	04/05/16	0174412	Demonica Kemper Architects	7,929.24	D225 Lecture Hall Renovations*
726908	04/05/16	0177551	Leepfrog Technologies, Inc.	5,800.00	Renewal Software Support/Online Catalog
ACH	04/07/16		Internal Revenue Service	64,611.20	Federal Payroll Taxes (04/07/16)
ACH	04/07/16		Illinois Department of Revenue	15,628.24	State Payroll Taxes (04/07/16)
ACH	04/07/16		VALIC Retirement Services	15,603.35	403(b) & 457(b)Payroll (04/07/16)
726956	04/07/16	0082897	SURS	46,342.11	Payroll (04/07/16)
726989	04/13/16	0001369	Ameren Illinois	34,765.80	Electricity (02/11/16-03/13/16)
727079	04/18/16	0000001	Illinois Valley Community College	1,000,000.00	Certificate of Deposit
727082	04/20/16	0145770	All Risk Training and Safety	5,460.00	Business Seminars
727141	04/20/16	0001450	Thyssenkrupp Elevator Corporation	5,730.40	Elevator Maintenance/Repair
727153	04/20/16	0001927	Walter J Zukowski & Associates	14,954.75	Legal Services
ACH	04/21/16		Internal Revenue Service	67,786.00	Federal Payroll Taxes (04/21/16)
ACH	04/21/16		Illinois Department of Revenue	16,269.94	State Payroll Taxes (04/21/16)
ACH	04/21/16		VALIC Retirement Services	15,864.38	403(b) & 457(b)Payroll (04/21/16)
727167	04/21/16	0082897	SURS	47,223.24	Payroll (04/21/16)
ACH	04/26/16		Prudential	5,276.35	Life & Disability Insurance (May)
727197	04/27/16	108916	CCIC	240,409.54	Health Insurance (May)
727203	04/27/16	130732	Dodson Plumbing, Heating and Air Conditioning	142,347.30	Building "A" Chiller/Air Handler Replacement*
727220	04/27/16	153694	IVCC Bookstore	8,000.00	Rental Book Refunds

\$ 1,779,550.08

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 04/02/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Bandstra, Arnold B.	Cabinet & Furniture Joinery	03/19/16	03/19/16	04/02/16	ST	\$330.00	014110394151320	HLR-2309-403	Cabinet & Furniture Joinery	
Batson-Turner, Jean	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Beyer, Jason A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Bhattacharya, Abhijeet	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Bias, Timothy J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Blaydes, Christine A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Bruch, Anna M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Caley Opsal, Susan M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Christianson, Diane C.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Cinotte, Lori M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Collins, Bret E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Cook Fesperman, Amanda P.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Cooper, Debra S.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$75.00	061320152751900			
Data, Dorene M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Dellinger, Douglas A.	Beginning Photography & DSLR	03/08/16	03/24/16	04/02/16	ST	\$682.50	014110394151320	HLR-2506-313	Beginning Photography & DSLR	
Elias, Gina R.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Engstrom, Norman B.	Voice Lessons / 4	03/01/16	04/02/16	04/02/16	SG	\$128.00	011120650051340			
Engstrom, Norman B.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Ferguson, William C.	Gourd Art Workshop	03/19/16	03/19/16	04/02/16	ST	\$100.00	014110394151320	HLR-2301-03	Gourd Art Workshop	
Fesperman, Jeffrey N.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Forst, Jean	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Francisco, Marjorie L.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Gibson, James A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Goslin, Vanessa M.	Photoshop CS 6 Introduction	03/12/16	03/12/16	04/02/16	ST	\$175.00	014110394151320	CEX-4956-03	Photoshop CS 6 Introduction	

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Stipends For Pay Period 04/02/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Guttilla, Thomas L.	Real Estate Broker 30-HOUR	01/20/16	03/23/16	04/02/16	ST	\$1,050.00	014110394151320	CEU-8307-301	Real Estate Broker 30-HOUR	
Hamilton, Nora B.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Hartford, Carmen N.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Heredia, Hugo	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Hodgson, Laura A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Hogue, Julie A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Jagasia, Kaushalya G.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Johl, Matthew E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Johnson, LeeAnn	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Killian, Melissa J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Klopcic, Elizabeth A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Koudelka, Arthur E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Kozell, Denise C.	Advanced Dog Grooming	03/26/16	03/26/16	04/02/16	ST	\$125.00	014110394151320	HLR-5613-03	Advanced Dog Grooming	
Kuester, David A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Landgraf, Tammy L.	Mileage Reimbursement	02/01/16	04/02/16	04/02/16	ML	\$240.84	011520910055210			
Landgraf, Tammy L.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Lange, Marilyn L.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Lange, Shane W.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Leadingham, Paul	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Lee, Tracy D.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Lesman, Emily E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Linker-Iafrenz, Cathleen M.	Canning 101/Pizza Pizza	03/19/16	03/19/16	04/02/16	ST	\$270.00	014110394151320	HLR-3426-03	Canning 101/Pizza Pizza	
Lockwood, Kirk D.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Mangold, Richard F.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Monterastelli, Cherie A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			

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Stipends For Pay Period 04/02/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Moskalewicz, James P.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Niemann-Boehle, Deborah M.	Raising Sheep/Goats	03/19/16	04/02/16	04/02/16	ST	\$270.00	014110394151320	HLR-5529-03	Raising Sheep/Goats	
Oldaker, Adam G.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Pecherek, Michael J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Prine, Renee M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Radek, Kimberly M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Rambo, Randy R.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Reese, Robert C.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Retoff, Dan J.	T'ai Chi Session 1	02/19/16	03/18/16	04/02/16	ST	\$210.00	014110394151320	HLR-6104-602	T'ai Chi Session I	
Robinson, Delores R.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Ruda, Anthony J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Sack, Jane E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Sankovich, Michael W.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Sarsah, Dominic K.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Sarver, Gregory S.	LC Driver Improvement #1017 #1018	03/19/16	04/02/16	04/02/16	ST	\$337.50	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Schomas, Jane E.	Beginners 2 Swing	02/11/16	03/24/16	04/02/16	ST	\$420.00	014110394151320	HLR-5123-402	Beginners 2 Swing	
Schomas, Jane E.	Wedding Reception Survival	03/19/16	03/19/16	04/02/16	ST	\$420.00	014110394151320	HLR-5108-402	Wedding Reception Survival	
Schroeder, Eric S.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Seghi, Heather N.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Serafini, Daniel J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Serafini, Daniel J.	Recruit Forum	03/27/16	04/02/16	04/02/16	ST	\$75.00	018440184051900			
Serafini, Richard J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Skoflanc, Francie A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Smith, Paul C.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Stecken, Karie J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			

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Stipends For Pay Period 04/02/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Thomas, Linda A.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Tomasson, Cory J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Towne, Brian J.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Vogl, Robert	Basics of Solar Energy	03/19/16	04/02/16	04/02/16	ST	\$100.00	014110394151320			
Weber, Lynne S.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Wiggins, Dawn M.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Yong, Promise K.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Zeilman, Karen E.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$50.00	061320152751900			
Zellmer, Donald G.	Career Expo	03/18/16	04/02/16	04/02/16	SG	\$150.00	061320152751900			
Total						9,258.84				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 4/15/16

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

Stipends For Pay Period 04/16/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Baker, Kathryn J.	QuickBooks Pro	02/10/16	04/06/16	04/16/16	ST	840.00	014110394151320	CEU-4711-302	QuickBooks Pro 2015	
Baker, Kathryn J.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Balzarini, Doreen J.	Introduction to Internet and Email	03/08/16	04/05/16	04/16/16	ST	420.00	014110394151320	CEX-4607-303	Introduction to Internet and Email	
Booras, Pamela H.	NIRCC Meeting CEC	04/08/16	04/08/16	04/16/16	ST	100.00	014110394151320			
Chaffee, Candice S.	New Approach to Stress	04/06/16	04/06/16	04/16/16	ST	700.00	014110394151320	CPD-3244-04	New Approach To Stress & Life	
Cinotte, Lori M.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Cox, Laurie A.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Data, Dorene M.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Engstrom, Norman B.	Voice Lessons / 4	01/27/16	03/14/16	04/16/16	ST	128.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Engstrom, Norman B.	Voice Lessons / 4	02/18/16	04/05/16	04/16/16	ST	128.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Engstrom, Norman B.	Voice Lessons / 4	02/26/16	04/08/16	04/16/16	ST	128.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Engstrom, Norman B.	Voice Lessons / 4	03/08/16	04/12/16	04/16/16	ST	128.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Finklea, Kathleen S.	Mileage Reimbursement	04/14/16	04/14/16	04/16/16	ML	27.00	011120910055210			
Frahm, Jeannette M.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Freed, Timothy D.	Southern Foods	03/30/16	03/30/16	04/16/16	ST	290.00	014110394151320	HLR-3926-303	Southern Foods	
Killian, Melissa J.	7 Sessions	04/03/16	04/11/16	04/16/16	ST	373.74	013230030851540			
Klieber, Tracie M.	Yoga Unique to You / Cardio	03/01/16	04/07/16	04/16/16	ST	810.00	014110394151320	HLR-6218-303	Yoga Unique to You / Cardio	
Klopck, Elizabeth A.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Near, Monica M.	SABIC Ottawa Testing	04/15/16	04/15/16	04/16/16	ST	100.00	014210331051320			
Sarver, Gregory S.	LC Driver Improvement #1019	04/06/16	04/06/16	04/16/16	ST	150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Sarver, Gregory S.	BC Driver Improvement #312	04/09/16	04/09/16	04/16/16	ST	150.00	014110394351320	CDV-7000-02	Bureau Co Driver Improvement	
Smith, Paul C.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	
Smith, Sara E.	Food Service Sanitation	03/29/16	04/07/16	04/16/16	ST	600.00	014110394151320	CEU-1503-633	Food Service Sanitation-8 Hour	
Sowers, Jennifer L.	SABIC Ottawa Proctoring Test	03/30/16	04/06/16	04/16/16	ST	200.00	014210331051320			
Thompson, Jason	Native Awareness	04/02/16	04/02/16	04/16/16	ST	125.00	014110394151320			
Urban-Bollis, Jill L.	EDC 1202	02/18/16	03/17/16	04/16/16	ST	150.00	011120080151900		Integrating Technology Into Classroom	

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Stipends For Pay Period 04/16/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Vogl, Robert	Mileage Reimbursement	03/19/16	04/16/16	04/16/16	ML	73.76	014110394155212			
Vogt, Jane A.	Learn to Crochet	03/14/16	04/04/16	04/16/16	ST	225.00	014110394151320	HLR-2769-633	Learn To Crochet	
Zellmer, Donald G.	Directing of Spring 16 Musical	03/15/16	04/16/16	04/16/16	ST	800.00	013620620151900			
Zellmer, Donald G.	Spring Show Choir 2nd Half	03/15/16	04/16/16	04/16/16	ST	1,310.00	011120650051900			
Total						9,006.50				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 4/26/16

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

Faculty Resignation – Tina Nink, Nursing Instructor

Tina Nink, Nursing Instructor, has submitted her resignation effective August 12, 2016. Her resignation letter is attached.

Recommendation:

Accept with deep regret Tina Nink's resignation effective August 12, 2016 and wish her and her family well.

April 8, 2016

To: Bonnie Campbell, Dean of Health Professions; Dr. Corcoran, President ; and members of the IVCC Board of Trustees

It is with great regret that I must submit my resignation as a full time faculty member for the Nursing Department at Illinois Valley Community College effective August 12th, 2016. This decision has not come easily and I have been in constant contact with my Dean, Bonnie Campbell, and other members of the administrative staff to assist me in making a decision that would allow for a seamless transition so as to best meet the needs of myself, my family, the college, and our students. As some of you may know, over the last several years family obligations have increasingly become a priority, in particular with the birth of our second grand-daughter who required 3 open heart surgeries during her first 2 years of life. Six weeks ago our third grand-daughter was born, also with a small heart defect, and now there is strong suspicion of other defects as well. As a result I have chosen to resign my position as full time faculty to assist my daughter in caring for the children. It would be my desire to transition to the pool of part time faculty for the fall 2016 semester and retire in December after my 55th birthday. I wish to take this opportunity to thank my Dean, Bonnie Campbell, Dr. Corcoran, the Board, and all the members of the IVCC faculty and staff for allowing me the opportunity to serve the college for the past 17.5 years. It has been an honor and a privilege, one that I relinquish reluctantly. I hope in some small way that I may be able to continue to serve the college community. Once again, thank you all from the bottom of my heart.

Sincerely,

A handwritten signature in black ink, appearing to read "Tina Nink". The signature is fluid and cursive, with the first name "Tina" written in a larger, more prominent script than the last name "Nink".

Tina Nink, RN, MSN

Professor of Nursing, IVCC

RECEIVED

APR - 8 2016

HUMAN RESOURCES

Additional Security Officers – Ottawa Center

When the Ottawa Center opened in fall 2010, IVCC provided security officers whenever the Center was open. In 2011, when G4S Secure Solutions took over the campus security function in Oglesby, the security officers at Ottawa were eliminated. Though there have been no serious incidents at the Ottawa Center, the Ottawa staff and administrators would like to see more of a security presence.

With the resignation of Ed Decker, an information specialist at Ottawa, it became an option to hire someone to serve as security and also fill Ed Decker's position at the Ottawa Center. This would be a 40-hour per week position working 7 AM to 3 PM Monday through Friday. A second person would be hired for 20 hours per week working 5 PM to 10 PM Monday through Thursday.

Our current security service, G4S Secure Solutions, can provide personnel with capabilities to act as a security officer, provide campus information to students and visitors, and perform other clerical duties. Though the contract states the College can request additional personnel on a temporary basis, this would be a long-term addition to the security staff. These individuals would wear what they refer to as a "soft" uniform – dress shirt, slacks, and a blazer with a small badge on the pocket stating they are G4S personnel. G4S Secure Solutions would charge \$21.02 per hour, or approximately \$63,000 annually, for these contract positions. The salaries would be paid from the Tort Liability Fund.

Recommendation:

Authorize the administration to add an amendment to the contract with G4S Secure Solutions to provide a security officer for duty at the Ottawa Center at an hourly rate of \$21.02.

KPI 6: Job Satisfaction

Associate of Applied Science in Paraprofessional Educator and Certificate in Paraprofessional Educator: Inactivation

At this time and with approval of the Curriculum Committee at their May 2, 2016 meeting, the administration is recommending the status of the paraprofessional educator AAS and paraprofessional educator certificate be changed to inactive.

At one time, the credential was required for hire as a paraprofessional in the Illinois school systems. Several years ago this requirement was changed so that the certificate was no longer required. Those interested in becoming paraprofessionals are able to meet these requirements through coursework, completing any associate degree of their choosing, or completing a test that is readily available through the ROE. This eliminates the need for a specialized curriculum such as a degree or certificate as a paraprofessional educator.

With the change in state requirements, enrollments in the paraprofessional educator programs have dropped to unsustainable levels, as indicated by the most recent data from the 2015 CTE program review:

Program	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
AAS.PPE	0	0	0	1	0
CERT.PPE	1	0	0	1	0
Total	1	0	0	2	0

Three credentials have been awarded in the past five years. In effect, there has been no viable paraprofessional educator program for a long time. It is time our official offerings reflect that reality. Should any students currently be pursuing this credential, we will be able to complete their degrees as no courses will be eliminated as a result of this deactivation.

Recommendation:

Approve the inactivation of the Paraprofessional Educator Association Applied Science and Paraprofessional Education Certificate, effective May 21, 2016.

KPI 2: Placement of Graduates in Employment or Continuing Education

FY2017 Board of Trustees Budget

At the April 14, 2016 Board meeting, the Board of Trustees voted to discontinue its membership in the Illinois Community College Trustees Association (\$11,334). The tentative FY2017 budget for the Board of Trustees has been adjusted.

Recommendation:

Approve the tentative FY2017 Board of Trustees Budget, as presented.

KPI 5: Fiscal Responsibility/Affordability

Fund	Department	Obj & Desc	GL Number	Values				
				2017 Budget	2016 Budget	FY15 Actual	FY14 Actual	FY13 Actual
01	100910 - Board	53200 - Consultants	01-85-100910-53200	-	-	-	-	-
		54110 - Office supplies	01-85-100910-54110	150	350	23	336	576
		54200 - Printing	01-85-100910-54200	1,200	1,000	1,122	749	783
		54600 - Publications and dues	01-85-100910-54600	-	11,200	11,220	11,108	11,022
		55110 - Catering	01-85-100910-55110	400	400	400	187	327
		55111 - Conference fees-Admin	01-85-100910-55111	300	300	70	315	695
		55211 - Travel IS-Admin	01-85-100910-55211	1,200	1,200	873	1,545	2,882
		55311 - Travel OOS-Admin	01-85-100910-55311	-	-	-	-	-
	100910 - Board Total			3,250	14,450	13,708	14,239	16,285
Grand Total				3,250	14,450	13,708	14,239	16,285

Request for Proposal Results – Banking Services

Board Policy requires that IVCC seek proposals for banking services for the main operating account every four years.

The College has partnered with Centrue Bank for banking services since July 2012. Prior to Centrue Bank, Peru Federal provided banking services from July 2000 to June 2012.

Centrue Bank, First Midwest Bank, and Illini State Bank submitted proposals. All three banks are able to satisfy the requirements of Board Policy 4.13 – Investment Services.

The following table represents a summary of the proposals for each bank.

	Centrue Bank	First Midwest	Illini State
Interest rate	.35% minimum	.05%	.32%
Variable index used	Fed Funds Rate + .10%	Fixed Rate	Daily Repurchase Agreement Rate
Anticipated monthly earnings	\$818.09	\$116.70	\$694.44
Anticipated monthly fees	\$226.70	\$447.65	\$70.92
Net interest / (fees)	\$591.39	(\$330.95)	\$623.52
Remote Deposit	Yes	Yes	Yes
Positive Pay	Yes	Yes	No
Relevant locations	Peru	Seneca/Serena	Oglesby
Interactive website	Yes	Yes	No

Centrue Bank offers the best interest rate, a nearby location, and a wide range of services.

Illini State Bank has the lowest fees and a nearby location, but does not offer all the services. The interest rate is variable with no minimum.

First Midwest offers a wide range of services but has the lowest interest rate, the highest fees and locations approximately 25 miles from campus.

Therefore, it is the administration’s opinion that Centrue Bank offers the College the most favorable arrangement.

Recommendation:

The administration recommends Board approval to accept the proposal of Centrue Bank for banking services for the College’s operating account.

KPI 5: Fiscal Responsibility/Affordability

Proposal Results – Beverage Service

The administration issued a request for proposal for beverage service. The current three-year agreement between the College and Pepsi Beverages Company expires on June 30, 2016. Pepsi Beverages Company submitted the only proposal. Pepsi suggested raising the vending machine prices by \$0.25, i.e., \$1.50 for a 20 oz. bottle of soda and \$1.00 for a 12 oz. can of soda. Other terms noted below remained the same as their proposal from three years ago.

- No minimum order for sponsorship funding
- \$7,500 sponsorship funding per year
- Commissions range from 35 percent for bottles of soda and water, which constitutes 90 percent of sales, to 20 percent for 12 oz. cans of soda

Recommendation:

The administration recommends the Board accept Pepsi Beverages Company's proposal for beverage services for a term of three years.

KPI 5: Fiscal Responsibility/Affordability

RECOMMENDED FOR STAFF APPOINTMENT
2015-2016

GENERAL INFORMATION:

POSITION TO BE FILLED: CTE Recruitment and Dual Credit/Dual Enrollment Coordinator

NUMBER OF APPLICANTS: 15

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Mr. Gibson, Mr. Grzybowski, Ms. Isermann, Mr. Overocker, Ms. Scheri, Dr. Schiffman

APPLICANT RECOMMENDED:

Susan Monroe

EDUCATIONAL PREPARATION:

Western Illinois University, Macomb, IL – B.B., Human Resource Management

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Career Services Specialist - 2 years; Foundation Assistant/Alumni Coordinator - 6 years; Utility Assistant - 6 years; part-time instructor

Illinois Valley Community Hospital, Peru, IL – Benefits Coordinator

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

1. Twelve years of community college experience at IVCC
2. Familiarity with Colleague and overall strong computer skills
3. Extensive experience working with local employers
4. Extensive knowledge of IVCC career programs
5. Familiarity with IVCC district

RECOMMENDED SALARY: \$18.36 *per hour*

Ms. Glenna Jones, SPHR
Director of Human Resources

Mark Grzybowski

Subject: FW: Resignation Letter

-----Original Message-----

From: Hailee Brayton [mailto:haileebrayton@yahoo.com]
Sent: Friday, April 08, 2016 2:07 PM
To: Cory Tomasson
Subject: Resignation Letter

Cory,

I just wanted to let you know that I will no longer be able to help assist the Women's Volleyball Program at IVCC, effective immediately. I appreciate everything you have done for me, and I truly enjoyed coaching the girls. If there is ever anything you need in the future, please feel free to contact me.

Thank you,
Hailee Brayton

Sent from my iPhone

Mark Abbott
1116 Vale Street
Sandwich, Illinois 60548
815-883-1105
marka8812@gmail.com

April 14, 2016

Robyn Schiffman
Dean
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, Illinois 61348

Dear Robyn,

I'm writing to let you know that I have decided to accept the call to the Rock Island Church of the Nazarene. I will not be able to continue teaching at IVCC. This was a sad decision to make as I have really enjoyed working here.

Thanks for all you have done for me – I appreciate your support. Please don't hesitate to get in touch if you need any more information.

Kind regards,

A handwritten signature in black ink that reads "Mark Abbott". The signature is stylized with a long horizontal line extending to the right.

Mark Abbott

RECEIVED

APR 21 2016

HUMAN RESOURCES

Ron Groleau
Illinois Valley Community College
Oglesby, IL 61348

Dear Ron,

It is with deep regret that I tender my resignation as an adjunct instructor at Illinois Valley Community College. Personal obligations that require my attention would interfere with my ability to devote the proper time and energy required to be an effective instructor. My final day at IVCC will be Thursday, May 12, 2016.

Thank you so much for taking a chance on me by giving me the opportunity to teach at IVCC. Thanks for entrusting me with the intellectual and hopefully practical-skills development of my students, knowledge and talents that they will need to succeed in life. I don't know whether or not I've accomplished much here but I did my best to make a difference.

I apologize if I have caused you any scheduling difficulties. I would have given you more notice if it had been possible to do so.

Hopefully in the future my life circumstances will allow me to again offer my services to your wonderful institution.

Sincerely



Mark Walczynski

RECEIVED

APR 26 2016

HUMAN RESOURCES

Change Order #1 –PHS Project: Building A Chiller/Air Handler Replacement

To be in compliance with Board Policy 4003, the administration wishes to advise the Board of Trustees of Change Order #1 for an increase of \$5,063.30 for the Building A Chiller/Air Handler Replacement PHS Project. The change order consists of the following changes:

Original contract sum	\$799,100.00
Provide additional pipe/fitting insulation to replace insulation removed by abatement contractor	1,985.50
Add two additional fan coil units in A-B link to connect to Building A automation system	3,077.80
New contract sum	<u><u>\$804,163.30</u></u>

Illinois Valley Community College
Fiscal Year 2015 Financial Audit

RESPONSE TO AUDITOR'S BUSINESS ADVICE

Information Technology

1. We recommend that management set a defined period of inactivity where students can expect their user account access and any associated history will be removed from the system.

This has been a topic of discussion at our recent Information Technology committee meetings. A new program from Microsoft (to be implemented for the spring term) will require that we remove student email accounts for students after they leave the college. The timeline for terminating their student email account and associated history will be established by this requirement. (Tentatively, we plan to create an alumni email account so they can remain in contact with the college.)

Office 365 is scheduled for implementation for summer semester.

2. It has been over five years since the college has performed a review of their IT environment. We recommend that management perform an independent assessment of their external perimeter at least annually.

We are talking to the IT auditor at Wipfli about arranging for their IT services group to do an IT audit and penetration testing. A cyber security assessment can also be completed at the same time. We have budgeted \$10,000 for this purpose for FY16 and plan to budget this amount every year.

We received a quote from Wipfli but it was over \$25,000. We have asked if some of the quoted services can be reduced.

3. We recommend the college develop a written disaster recovery plan.

The Strategic Plan for Information Technology is updated annually. Goal 6, Security, Objectives 6.1 and 6.2 address the security of data, software and hardware, and information security awareness.

We are currently working on securing a backup internet connection.

4. We recommend the disaster recovery testing of critical servers be performed at least annually. Also, documentation of the testing should be maintained.

This will be implemented in FY2016.

This duty will be assigned to new personnel.

Outstanding Checks

In our review of bank reconciliations we noted that there are several outstanding checks that are older than a year. We recommend that old outstanding checks be reviewed to see if they can be cashed and if not, those amounts should be reported to the State of Illinois as unclaimed property.

A procedure for following up on outstanding checks has been in place but due to a reduction in the accounting staff this task had fallen behind. The procedure has been reviewed and is being followed.

Procedure has consistently been followed since August 2015.

Uncollateralized Deposits

We noted that one bank did not pledge sufficient collateral to cover the College's deposits in case of a bank failure. We recommend that collateral levels be reviewed throughout the year to make sure sufficient collateral is being held in the College's name to cover its deposits.

The accounting staff verifies collateral on a quarterly basis.

Collateral is being confirmed on a regular basis.

Capitalization Policy

We obtained the College's capitalization policy and discovered that the College is capitalizing all capital assets over \$2,500. The federal government has raised the capitalization threshold to \$5,000 so we recommend that the College raise its threshold to that amount to reduce the accounting for those small capital assets that are not required to be tracked.

The board policy will be changed allowing for a capitalization threshold of \$5,000 rather than \$2,500.

Board policy change was implemented.

Cybersecurity

Cyber-attacks are happening more frequently and can be devastating to the reputation of an entity. Thieves have gotten smarter, and technology more complex. Rapidly changing IT environments call for security programs that stay on track, yet continually evolve. We highly recommend the College complete a cybersecurity evaluation. This engagement will help the College assess the current controls and policies in place, detect any vulnerabilities, and help the College close these gaps. Because the College has sensitive information of students, employees, and citizens, we recommend this evaluation.

We have made every effort possible to secure the IT systems (new firewalls, up to date virus and malware protection, required software updates to eliminate vulnerabilities, etc.) but need to do much more. The college is reviving the Information Security Committee to continue addressing and providing training on "Red Flags" and Information security.

A reorganization of the Learning Technologies Department created an opening to hire someone whose primary role is network security.

Affordable Care Act

Some colleges are confused as to whether the Affordable Care Act (ACA) applies to them. Since you offer health benefits to your employees, you are subject to ACA mandates. In addition, since you have more than 50 full-time employees, you are subject to new reporting requirements. We recommend the College review the new regulations and verify they are in compliance.

College staff is well aware of the ACA mandates and works closely with the health insurance consultant and third-party administrator to make sure we are in compliance. The administrative software, Colleague, provides tools to help with the reporting requirements.

All forms/information have been distributed in a timely manner. The 1095 forms were mailed by the 3/31/2016 deadline.



We inspire people to plant, nurture, and celebrate trees.

April 18, 2016

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

Dear Tree Campus USA supporter,

Congratulations on Illinois Valley Community College earning 2015 Tree Campus USA recognition. Tree Campus USA, a national program launched in 2008 by the Arbor Day Foundation, honors colleges and universities and their leaders for promoting healthy trees and engaging students and staff in the spirit of conservation.

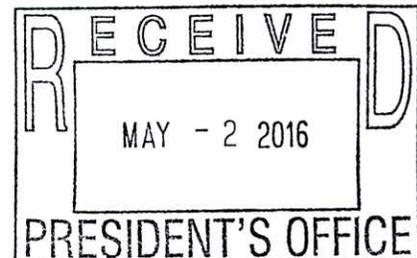
To obtain this distinction, Illinois Valley Community College met the five core standards for effective campus forest management: a tree advisory committee, a campus tree-care plan, dedicated annual expenditures for its campus tree program, an Arbor Day observance and student service-learning project. Your entire campus community should be proud of your sustained commitment to environmental stewardship.

As you know, trees are a vital component of campus infrastructure and landscaping. First, properly-placed trees create a welcoming space for students, staff and alumni, providing much-needed relief from heat and a quiet place to reflect or study. Second, trees keep our air and water clean and remove harmful pollutants. Third, trees save money by reducing energy use and improving stormwater management. By earning Tree Campus USA recognition, your campus has shown its commitment to protecting and preserving its valuable tree resources and will reap their benefits for generations of students to come.

Again, congratulations! Your diligence in improving the environment and quality of life at Illinois Valley Community College contributes to a healthier planet for all of us.

Best regards,

Dan Lambe
President

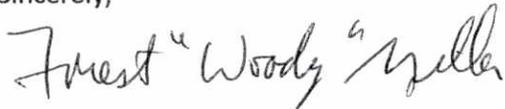


Dear A.D.:

Recently I had the pleasure of umpire a college baseball contest involving a team representing your institution. I just wanted to let you know how very respectful, courteous & kind all of the players, coaches & fans were. They not only represent your school in a most favorable way, but all of them are great assets and ambassadors to your community as well!

Please let me know you received this letter. Thank you for your time & attention regarding this matter.

Sincerely,

A handwritten signature in black ink that reads "Forrest 'Woody' Miller". The signature is written in a cursive, slightly slanted style.

Forrest "Woody" Miller (college baseball umpire)

291 IL Rte 2 lot 210

Dixon, IL 61021

(563)321-5683

millerforrest@yahoo.com

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Leading our community in learning, working and growing.

Mission Statement

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

The Purposes of IVCC are:

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

Principles of Work

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

College Goals

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