



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, November 14, 2019
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

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Tuition and Fee Review
Three-year Financial Forecast
Tenure Recommendations
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Non-tenured Faculty Contracts
President's Evaluation
Student Fall Demographic Profile
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
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
IVCC Foundation Update

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, November 14, 2019 – 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 – IVCC Employee Demographics (Leslie Hofer)
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 – October 10, 2019 Board Meeting & October 23, 2019 Board Planning Committee Meeting (Pages 1-12)
 - 7.2 Approval of Bills - \$1,665,476.01
 - 7.2.1 Education Fund - \$1,012,700.36
 - 7.2.2 Operations & Maintenance Fund - \$93,955.26
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$335,688.20
 - 7.2.4 Auxiliary Fund - \$115,622.04
 - 7.2.5 Restricted Fund - \$40,903.48
 - 7.2.6 Audit Fund - \$20,250.00
 - 7.2.7 Liability, Protection & Settlement Fund - \$43,959.15
 - 7.2.8 Grants, Loans & Scholarships - \$2,397.52
 - 7.3 Treasurer's Report (Pages 13-29)
 - 7.3.1 Financial Highlights (Page 14)
 - 7.3.2 Balance Sheet (Pages 15-16)
 - 7.3.3 Summary of FY20 Budget by Fund (Page 17)
 - 7.3.4 Budget to Actual Comparison (Pages 18-24)
 - 7.3.5 Budget to Actual by Budget Officers (Page 25)
 - 7.3.6 Statement of Cash Flows (Page 26)
 - 7.3.7 Investment Status Report (Pages 27-28)
 - 7.3.8 Disbursements - \$5,000 or more (Page 29)

- 7.4 Personnel – Stipends for Pay Periods Ending September 28, 2019; October 12, 2019; and October 26, 2019 & Part-time Faculty and Staff Appointments October 2019 (Pages 30-35)
- 7.5 Bid Request – PLC Learning System (Page 36)
- 7.6 Rock Salt Purchase (Page 37)
- 7.7 Purchase Request – Career Cruising Software (Page 38)
8. President’s Report
9. Committee Reports
10. PHS Projects (Pages 39-68)
11. 2019 Tentative Tax Levy (Pages 69-71)
12. Minimum Wage Increase (Page 72)
13. Bid Results – Phase I Agriculture Complex (Page 73)
14. Bid Results – Utility Vehicle (Page 74)
15. Transfer of Funds – CDB Trust Account (Page 75)
16. Board Policies (Pages 76-79)
 - 16.1 Policy 1.21 – Policy Formulation and Adoption (Page 77)
 - 16.2 Policy 5.1 – Institutional Planning (Pages 78-79)
17. Items for Information (Pages 80-99)
 - 17.1 ICCB Certificate of Recognition (Pages 80-81)
 - 17.2 IVCC Certificate Medical Assistant – HLC/IAC Approval (Page 82)
 - 17.3 Travel Administrative Procedures (Pages 83-86)
 - 17.4 ICCB Approval – IVCC GECC RME (Pages 87-88)
 - 17.5 Tenure Recognition – Dr. Jean Forst, English/Reading Instructor (Page 89)
 - 17.6 CDB – A/E Selection (Page 90)
 - 17.7 Ottawa Route 71 TIF Agreement Revision (Pages 91-99)
18. Trustee Comment
19. Closed Session – 1) collective negotiations; 2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and 3) closed session minutes
20. Letter of Agreement – Professional Development Funding
21. Faculty Appointment – Medical Assistant Instructor

22. Approval of Closed Session Minutes
23. Other
24. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
October 10, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, October 10, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair
Amy L. Boyles
Jay K. McCracken
Maureen O. Rebholz
Matthew H. Klein, Student Trustee

Members Absent: Angela M. Stevenson, Secretary
David O. Mallery

Members Telephonically Present:

Others Physically Present: Jerry Corcoran, President
Deborah Anderson, Vice President for Academic Affairs
Cheryl Roelfsema, Vice President for Business Services & Finance
Fran Brolley, Director of Community Relations & Development
Walt Zukowski, Attorney

APPOINTMENT OF SECRETARY PRO-TEM

Ms. Goetz appointed Dr. Boyles as secretary pro-tem in the absence of Ms. Stevenson.

APPROVAL OF AGENDA

It was moved by Mr. McCracken and seconded by Mr. Solon to approve the agenda, as presented. Motion passed by voice vote. Ms. Goetz welcomed Dr. Rebholz to the Board.

RECOGNITION – MELISSA OLIVERO

Melissa Olivero was honored for her ten years of service to Illinois Valley Community College as a member of the Board of Trustees. Ms. Goetz noted in her remarks that Melissa was elected to two six-year terms in April 2009 and April 2015. She served as Board Vice-Chair for two years, then Chair from May of 2013 through April of 2017. As Chair, Melissa oversaw the opening of the Peter Miller Community Technology Center and related campus renovations including a new student center and cyber café. In 2013 Melissa was appointed as an administrative law judge for the National Labor Relations Board. She is a veteran of the U.S. Army and Army Reserves and served eight years as a platoon leader and company commander attaining the rank of captain before her honorable discharge. Melissa graduated from the University of Michigan and received her law

degree magna cum laude from Northern Illinois University College of Law. Melissa and Doug Olivero have been among our most consistent and generous supporters of the IVCC Foundation. Ms. Goetz noted that although we will miss her, we will always remember Trustee Olivero for her ten years of positive leadership and wise guidance to the benefit of students, faculty, administration and the citizens of the IVCC district. As the college president said, "No one has been more loyal or shown more leadership than Melissa. Sitting next to her when she was chair for four years was one of the highlights of my life." Melissa, thank you for a job well done. Ms. Goetz presented a commemorative gift to Ms. Olivero as she received a standing ovation from all present.

PUBLIC COMMENT

None

CAMPUS UPDATE – IVCC FOUNDATION

Mr. Fran Brolley, Director of Community Relations and Development, reported that the Foundation will award a record \$342,888 in scholarships to 268 students. The impact of IVCC's Foundation continues to grow as net assets increased \$180,000 to nearly \$6.7 million. New scholarships added this past year include those for nursing, music, HVAC and education. In addition to scholarships, Foundation donor and alumnus Ralph Scriba supported the purchase of \$50,000 in nursing simulation equipment and development of a new Medical Assistant program. Mr. Brolley reported that the total Foundation support to the college topped \$750,000 in FY19. He added that the Foundation's 21st Century Scholars Society grew to 41 members this year and over \$20,000 in scholarships to 20 students. Mr. Brolley noted that recent gifts include a \$195,000 bequest from the estate of college friend Georgia Fay of Princeton. He added that Fay's gift, facilitated by executor Rex Piper, will fund scholarships for Bureau Valley High School graduates studying accounting. Mr. Brolley reported that Barbara Davis of Sugar Grove recently made a \$50,000 donation to IVCC's agriculture complex capital campaign to memorialize her family's farming history. The donation was made in memory of her grandparents, Walley and Fannie Davis, original owners of the Davis family farm in Oswego. Mr. Brolley noted that Barbara Davis already funds eight IVCC Ag scholarships worth up to \$9,000 to each recipient over two years. A brief video showcasing the scholarship recipients thanking Ms. Davis for her contributions to their educational goals was shared. Mr. Brolley acknowledged and thanked Student Trustee, Matt Klein for his assistance in the preparation of the video.

CONSENT AGENDA ITEMS

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

The following items were approved in the consent agenda:

Approval of Minutes – September 12, 2019 Board Meeting.

Approval of Bills - \$2,175,654.01

Education Fund - \$1,707,541.15; Operations & Maintenance Fund - \$117,481.69; Operations & Maintenance (Restricted Fund) - \$1,741.80; Auxiliary Fund - \$221,665.86; Restricted Fund - \$11,355.92; and Liability, Protection & Settlement Fund - \$115,867.59.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending August 31, 2019 and September 14, 2019 & the Part-time Faculty and Staff Appointments of September 2019.

PRESIDENT'S REPORT

Dr. Corcoran reported that although he was out of town and unable to attend the Agriculture field day activity on September 18, he was told that we had excellent speakers and a nice turnout. Dr. Corcoran thanked Trustees Jane Goetz and Everett Solon for joining Willard Mott, Kathryn Lille and others in being there. Dr. Corcoran reported that last Tuesday's Ag open house resulted in 53 students representing at least six high schools joining us for programs throughout the day. He noted that everything turned out just fine according to the survey results collected by Reed Wilson, who worked closely with our faculty and staff on all of the plans and outreach measures for programs. Dr. Corcoran informed that on September 25, the administration organized a meeting of folks from the community who have expressed support for the college offering courses in the field of hospitality management. Dr. Corcoran added that although that may sound like a program that would be well received in the Starved Rock Country region, the fact of the matter is it did not go over very well in 2001 and 2002, so we will proceed with caution before going too far too fast. He noted that one option might be to begin by offering a combination credit and non-credit courses beginning with a basic introduction to hospitality and see how that goes over first. Dr. Corcoran advised to stay tuned for updates on that topic. Dr. Corcoran reported that last Friday's faculty and staff development day activities and meeting with high school counselors resulted in a much larger turnout than one year ago. He noted that according to Mark Grzybowski, the Counselor Connection program resulted in 17 high school counselors representing 13 district high schools visiting our campus. Dr. Corcoran added that along with networking and relationship-building, this event is always very effective in showcasing new and improved college programs and services to our feeder high schools. He noted that this year the emphasis was on the merits of our Transfer Academy and dual credit offerings as well as new programs such as Medial Assistant and Cybersecurity. Dr. Corcoran thanked Academic Affairs and Student Services personnel who organized the programs and received helpful feedback that will be used for strategic planning purposes. Dr. Corcoran informed that Athletic Director Cory Tomasson reported that our recent Athletic Department Trivia Night fundraiser will end up netting over \$6,000. There were 31 tables registered for the event with lots of people volunteering to work on the college's behalf. Dr. Corcoran noted that thanks to Cory and all of our coaches and staff, we continue to have steady support for the event and its purpose. Dr. Corcoran informed that last Monday evening Lisa Witalka, Quintin Overocker, Aseret Loveland, Eric Johnson, Isamar Taylor, Sara Escatel and two students from our Hispanic Leadership Team went to the Del Monte facility in Mendota to meet with employees for a cover-letter and resume-writing workshop. Dr. Corcoran added that fifteen Del Monte employees attended the program and left with updated resumes and standard cover letters as well as a better understanding of how IVCC's academic offerings could assist with their employment transition.

TRIO MATCH FUNDS

Motion made by Mr. Solon and seconded by Mr. McCracken to approve a \$10,000 transfer from the Education Fund (Fund 01) to Restricted Funds (Fund 06) for the Student Support Services (TRIO) grant for FY2020. Motion passed by voice vote.

FARM LEASE RENEWAL

It was moved by Mr. McCracken and seconded by Dr. Boyles to approve renewal of the lease with Luke Holly at \$308.25 per acre on 146 acres for an annual lease payment of \$45,004.50 for 2020. Mr. Solon inquired when the payments for the lease are due. Ms. Roelfsema advised that the payment is made in two installments with one in March and one in December. Motion passed by voice vote.

INTERIM PAYROLL AND BENEFITS COORDINATOR

It was moved by Mr. Solon and seconded by Mr. Klein to approve the appointment of Diane Kreiser as Interim Payroll and Benefits Coordinator increasing her hourly rate to \$20.11 effective September 1, 2019 and continuing until a new Payroll and Benefits Coordinator is hired and in place and with all other benefits remaining the same. Motion passed by voice vote.

APPROVAL OF CERTIFICATE: GENERAL EDUCATION CORE CURRICULUM CREDENTIAL

It was moved by Dr. Boyles and seconded by Mr. McCracken to approve the General Education Core Curriculum Credential, as presented. Motion passed by voice vote.

HIGH DEDUCTIBLE HEALTH PLAN/HEALTH SAVINGS ACCOUNTS

It was moved by Mr. Solon and seconded by Dr. Boyles to authorize contributing to employee Health Savings Plans for employees electing the High Deductible Health Plan beginning January 1, 2020, as presented. Motion passed by voice vote.

It was moved by Mr. McCracken and seconded by Mr. Klein to authorize contributing to employee Health Reimbursement Accounts for employees electing the High Deductible Health Plan beginning January 1, 2020, as presented. Motion passed by voice vote.

BOARD TRAVEL

It was moved by Mr. Solon and seconded by Mr. McCracken to approve reimbursement of expenses in the amount of \$336.67 incurred by Ms. Goetz for attending the 2019 ICCTA Seminar and Meeting on September 12 and 13, 2019.

Student Advisory Vote – “Aye.” – Mr. Klein. Roll Call Vote: “Ayes” – Mr. Solon, Mr. McCracken, Dr. Rebholz, and Dr. Boyles, “Nay” – none. “Abstain” – Ms. Goetz. Motion carried.

TRUSTEE COMMENT

Mr. McCracken noted that he attended and presented at the ICCB Forum for Excellence in September. The presentation on Career Start included Katie Shevokas, Counselor at La Moille High School, along with IVCC’s Mark Grzybowski and Bonnie Campbell. Mr. McCracken noted

that IVCC was a leader with the number of excellent sessions provided at the event and he commended the IVCC leadership team for their work.

Ms. Goetz informed of the next ICCTA meeting on November 8 and 9 in Lisle.

CLOSED SESSION

Ms. Goetz requested a motion and a roll call vote at 7:00 p.m. to enter into a closed session to discuss 1) collective negotiations and 2) closed session minutes. Motion made by Mr. Solon and seconded by Mr. Klein to enter into a closed session.

Student Advisory Vote: – “Aye.” – Mr. Klein. Roll Call Vote: “Ayes” – Mr. Solon, Mr. McCracken, Dr. Rebholz, Dr. Boyles and Ms. Goetz. “Nay” – none. Motion carried. The Board immediately entered closed session at 7:03 p.m.

Motion made by Mr. McCracken and seconded by Mr. Klein, to resume the regular meeting. Student Advisory Vote: – “Aye.” – Mr. Klein. Roll Call Vote: “Ayes” – Mr. Solon, Mr. McCracken, Dr. Rebholz, Dr. Boyles and Ms. Goetz. “Nay” – none. Motion carried. The regular meeting resumed at 7:13 p.m.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Dr. Boyles and seconded by Dr. Rebholz to approve and retain the closed session minutes of the September 12, 2019 Closed Session Meeting. Motion passed by voice vote.

OTHER

Dr. Corcoran reported on several items.

- Dr. Corcoran informed that a meeting of the Board Planning Committee should be scheduled. The Planning Committee Chair, Mr. McCracken, and members, Dr. Boyles and Mr. Solon agreed for the Planning Committee to meet on Wednesday, October 23 at 4:00 p.m.
- He reminded that the Audit Finance Committee is scheduled to meet on Thursday, November 14 at 5:00 p.m. prior to the regular Board meeting.
- Dr. Corcoran noted that there is an additional PHS project for Tax Year 2019 on Building J Exhaust System Upgrades with an estimated cost of \$43,833. This project has recently been brought forward and, therefore was not reviewed at the last Facilities Committee meeting on June 4. The project information has been forwarded to the Facilities Committee Chair, Mr. Mallery to determine if he would want to hold a special meeting of that committee to review the project before the November Board meeting.

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 7:16 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
October 23, 2019

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4:00 p.m. on Wednesday, October 23, 2019 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Jay K. McCracken, Committee Chair
Physically Present: Everett J. Solon, Board Vice Chair (entered at 4:10 p.m.)
Amy L. Boyles

Committee Members
Absent:

Committee Members
Telephonically Present:

Board Members Present: Jane E. Goetz, Board Chair

Others Physically Present: Jerry Corcoran, President
Deborah Anderson, Vice President for Academic Affairs
Cheryl Roelfsema, Vice President for Business Services and Finance
Mark Grzybowski, Vice President for Student Services
Bonnie Campbell, Associate Vice President for Academic Affairs
Matt Suerth, Director of Institutional Research
Tracy Lee, Instructor

The meeting was called to order at 4:00 p.m. by Mr. McCracken.

PROGRAM REVIEW REPORT

Dr. Deborah Anderson provided highlights of the Community College Program Review Report submitted to the Illinois Community College Board (ICCB). Dr. Anderson informed that certain programs are reviewed each year and over a course of five years every program is reviewed. The following occupational programs were reviewed in FY 2019: Heating, Ventilation and Air Conditioning (HVAC); Phlebotomy; Accounting; Graphic Design; Machinist and Tool and Die Making; Certified Production Technician (CPT); Computer Numerical Control Operator (CNC); and Welding. Items of note from the reviewed occupational programs include:

- Additional sections for the Phlebotomy program have been added since the last review in order to meet area demand. Employment projections indicate a 25 percent increase over the next ten years. Enrollments and completions are steady in this program.
- Since the last review, Accounting has added two professional certification opportunities for students: Certified Bookkeeper and Fundamental Payroll Certification. Bookkeeping

pass rates exceeded 90 percent and Payroll pass rates stand at 100 percent. New internship opportunities are to be explored during the course of the next review cycle.

- The Graphic Design program has been inactivated during this review cycle due to low enrollments and completions.
- The Machinist and Tool and Die Maker program participates in Department of Labor apprenticeships with local employers. Enrollment remains steady and additional faculty support has been hired.
- The Welding program was supported with new equipment during this review cycle, including four virtual welders. Additional sections have been added at satellite locations to meet the demand for this program.

Physical and Life Sciences was the academic area reviewed. Highlights in these areas include:

- Software and technology have been enhanced in this area since the last review. With few exceptions instruction has moved to a closed lab structure in the Physical and Life Sciences.
- Of students taking courses in the Physical and Life Sciences, 75.6 percent will pass with a grade of “C” or better.

The cross-disciplinary instructional area reviewed was remedial English language. Highlights from these areas include:

- The closing of the Reading, Writing and Study Skills Lab during this review cycle led to the restructuring of course offerings in developmental English and reading.
- IVCC has begun meeting with feeder high schools to discuss the creation of transitional English courses.

The Student and Academic Support Services area reviewed was Financial Aid. Noteworthy items include:

- Several personnel changes, including the Director have taken place since the last review. The department will prioritize staff development during the next review cycle.
- The department will move forward with implementing Ellucian’s Financial Aid Self-Service module during the next academic year.

Areas and programs scheduled for review in FY 2020 include: Humanities and Fine Arts, Disability Services, Counseling and Advising, Library, Adult Education, Agriculture, Renewable Energy, Nursing, including CNA, and Marketing.

Mr. McCracken commended all involved in the well-prepared Program Review Report. The committee members noted that the supporting narratives for all of the reports were most helpful and thanked Dr. Anderson and Mr. Suerth for providing them.

PERSONAL ASSESSMENT OF THE COLLEGE ENVIRONMENT (PACE)

The fall 2018 administration of the PACE Employee Satisfaction Survey continues IVCC’s commitment to consistently measure and improve employee satisfaction levels since 2006. With high response numbers generated across each employee category, the administration, faculty and staff can be confident that the results accurately reflect IVCC’s climate as of fall 2018. Dr. Anderson noted that the PACE results can be looked at through the prism of an employee’s position. Those who lead the College tend to have higher regard for *Institutional Structure and*

Supervisory Relationships. Those who teach tend to have higher regard for *Student Focus* items. Those who perform support functions, tend to have the highest regard for *Teamwork*. Results indicate that progress continues to be made on several fronts since the 2015 administration of the survey which include:

- Decisions are made at the appropriate level at IVCC;
- Administrative leadership is focused on meeting the needs of students;
- Information is better shared within the institution; and
- Communication practices experienced a statistically significant improvement while institution-wide policies continue to guide employees' work performance.

Results indicate the most compelling area in need of continued monitoring is *Institutional Structure*. Faculty voice their great concern in this Climate Factor, however improvement between the 2015 and 2018 surveys is evident. During a time of budget constraints and declining enrollments, IVCC's institutional climate is relatively strong, continues to improve, and remains positive as measured by the PACE climate survey results.

NATIONAL COMMUNITY COLLEGE BENCHMARK PROJECT (NCCBP)

This project has been conducted annually, during the spring term at IVCC since 2007 to gain a better understanding of where IVCC ranks nationally among community colleges on a variety of predetermined benchmarks. State and National participation rates fluctuate from year-to-year which changes IVCC percentile rankings on any given measure. Dr. Anderson informed that in 2019, 20 Illinois community colleges participated, the same as 2018. The report focuses on selected strengths and opportunities for the College. The NCCBP considers a Strength as any metric above the 75th percentile on the national survey and Opportunities for Improvement as any metric below the 25th percentile. IVCC's strengths were concentrated in three general areas: academic course completion/persistence rates; institutional finances; and rankings on two national student satisfaction surveys. Over 40 percent of the college's strengths came from either the Noel Levitz Student Satisfaction Inventory or CCSSE findings. Six opportunities were targeted for improvement; an increase of two from last year. Most notably, IVCC's *CCSSE Academic Challenge Benchmark* remains on the list. Also IVCC's *CCSSE Active & Collaborative Learning Benchmark* appears for the first time. As in previous years IVCC's Strengths outnumber its Opportunities for Improvement by a three-to-one ratio. In most areas IVCC compares favorably with the national comparison group.

HIGH SCHOOL MARKET PENETRATION RATE

The Institutional Research office tracks IVCC's high school market penetration rates in six-year intervals. The penetration rate reflects the percent of recent high school graduates that subsequently matriculate to IVCC and shows how well IVCC is promoted to district high school students. The 2018 Enrolled Penetration rate is 29.5 percent, matching the class of 2017's rate. The six-year average increased to 26.5 percent. This number accounts for high school graduates who enrolled at IVCC during the 2013-2018 academic years. Overall, enrollments as measures by class year and total size at district high schools have stabilized or declined over the past six years; a few high schools are growing modestly in size at least in the interim. Declining high school enrollments are most likely linked to District #513 continuing population decline. For the immediate future, senior class-size enrollments at ten out of seventeen public high schools have increased modestly while seven declined. High school size had no predictive correlation as both

large and small schools lost and gained enrollments equally. Of the district graduates that attended community colleges, 82 percent attended IVCC. An additional 13 percent enrolled in community colleges adjacent to or just beyond District #513's boundary. Fall 2018 was the first year Dual Enrollment exceeded 20 percent of total college enrollment (20.4 percent). The Dual-Credit penetration trend has incrementally increased each fall term since 2014 when it was 16.7 percent. This percent increase was achieved by enrolling 602 unduplicated students in multiple sections covering 22 courses taken at 16 District schools including both public and private institutions. The combined penetration rate for dual-credit students and high school graduates was 49.9 percent. A 10.5 point increase from fall 2014. In conclusion the penetration rate acts as a proxy indicating how well IVCC's educational reach extends into the district it serves. While the overall rate has stabilized at 29.5 percent, the underlying demographic realities will continue to present a challenge to IVCC's educational mission. Dr. Anderson noted that the results from this report are shared with the high schools. An additional document was distributed on Dual Credit/PCCS Headcount by School – Unduplicated. The document showed by school the number of unduplicated high school students leaving high school with college credit for FY19. Mr. McCracken suggested sharing this document with the high schools as well.

INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS)

The IPEDS is a system of survey components that collects data from about 7,000 institutions that provide postsecondary education across the United States. IPEDS collects institution-level data on student enrollment, graduation rates, student charges, program completions, faculty, staff, and finances. IVCC uses the IPEDS Feedback Report for benchmarking against a group of Illinois peer institutions (9) and for tracking IVCC statistical trends over time. Dr. Anderson noted that IVCC continues to diversify and the Hispanic/Latino population grew to 15 percent in fall 2017, an increase of six percentage points since fall 2012. This continues a slow but steady upward trend. The total number of degrees and certificates awarded in FY17 increased by 32, for a total of 1,042 graduates, reversing a recent decline. Compared to its peers, IVCC ranked fourth in the total number of degrees/certificates awarded. IVCC's increase is due solely to its increase in certificates awarded which increased by 82 awards. Dr. Anderson noted that as a result we are looking at more certificates and stackable credentials. The net price of attendance increased 7.1 percent in FY17 yet IVCC ranks eighth among its peers in cost of attendance. The percentage of first-time, full-time students receiving Pell grants decreased from 56 to 51 percent. IVCC now places third in this type of aid. The percentage receiving state/local grants remains at 21 percent for the second year and IVCC now places fifth in this type of aid. Full-time retention rates have fluctuated between 58 and 62 percent and IVCC ranks ninth among its peers. IVCC's part-time retention rates decreased to its lowest level since 2014 but its rank remains in the middle of the peer group with a median of 45 percent, and ranking IVCC fifth among its peers. The overall graduation rate of the 2014 cohort (within 150 percent) significantly improved to 30 percent with an improved rank of seven. IVCC last had a 30 percent graduation rate in its fall 2010 cohort. In conclusion IVCC ranks high on several measures and the College should continue to review these important metrics in order to take steps to improve on them as needed.

BOARD POLICY

Revisions to Board Policy 5.1 – Institutional Planning were proposed. Dr. Anderson noted that the updates reflect what we are currently doing with Strategic Planning and changes include adding

academic planning with the formal planning processes. The updated Board Policy 5.1 with changes highlighted in red was provided to the committee members for review.

ANNUAL PLANS

The Annual Plans for FY2020 by division and department were reviewed by Dr. Anderson. Each strategic goal/objective had an academic goal/objective and activities listed. Dr. Anderson noted that the annual plans were prepared as part of the activities of the Professional Development Day. Dr. Anderson informed that updates will be going to the November SLPC meeting where we will focus on these plans and also chart for the next academic year. Mr. McCracken expressed appreciation for the report and noted that it was most humbling to see the scope of the work from each of the divisions and departments as presented.

GEOGRAPHIC ANALYSIS OF ENROLLMENT TRENDS

This analysis reviews IVCC's changing enrollment patterns since fall 2010 while giving insight into future research opportunities. Preliminary results indicate the effectiveness of mapping Illinois Valley enrollment which yields unexpected and insightful findings. District #513 enrollments have declined, contracted and migrated west since fall 2010. Mr. Suerth noted that the twin forces of an expanding economy and a declining rural population are combining to substantially reduce rural enrollments at many rural community colleges and regional universities in Illinois. Increased competition for students has led many community colleges to expand their academic program offerings reducing the need for students traveling out-of-district to attend sought after programs such as nursing, automotive and agriculture. Being better able to isolate geographic enrollment problem areas by employing Geographic Information Systems (GIS) techniques may lead to better solutions that can address the demographic shifts happening in rural populations which in turn adversely affect rural community colleges. Mr. Suerth added that he hoped the Committee enjoyed this additional report and found it useful. Mr. McCracken thanked him for the report which he noted is a fascinating study. Dr. Anderson informed that Mr. Suerth presented the Geographic Analysis of Enrollment Trends at the fall 2019 Illinois Association for Institutional Research (I-AIR) Annual Forum which was held early October at Starved Rock Lodge. Dr. Anderson noted that Mr. Suerth's report was nominated for best paper at the Forum, with the award still to be announced.

CANNABIS ON THE SYLLABUS IN ILLINOIS COLLEGE CLASSROOMS

A news article from WBEZ Radio entitled *Cannabis on the Syllabus in Illinois College Classrooms* was shared with the committee. The article covered Oakton Community College's new Cannabis Dispensary and Patient Care Certificate program which trains students for jobs in medical marijuana dispensaries. The for-credit program is the first of its kind in Illinois. As Illinois gears up to the January 1 date for legalized recreational marijuana, more community colleges are expected to join Oakton in offering classes. Dr. Corcoran shared that he along with Reed Wilson and Jennifer Scheri recently visited Mid-American Growers with the idea of looking at the possibility of new programs that could benefit our district by developing a partnership with Mid-American Growers. Ms. Goetz informed that this industry was a key topic at the recent ICCTA Trustees meeting as there is so much potential for many career areas. Ms. Campbell advised that we are not only looking at agriculture in the cannabis industry but also areas of accounting, marketing, management and health care for credit in the long-term and for programs in Continuing Education for the short-term as well. Dr. Boyles commented that it is smart to look in this direction

as it is an opportunity to provide additional certificate programs. Mr. McCracken added that the prospects in this area are exciting.

OTHER

Dr. Corcoran noted Board Policy 1.21 on Policy Formulation and Adoption that states that “any amendment, repeal or addition to the Board Policy Manual shall stand for reading at two regularly scheduled meetings of the Board.” Dr. Corcoran proposed adjusting the policy for one reading to occur at the Board Planning Committee followed by a second reading at a regularly scheduled meeting of the Board. The Committee was in agreement that this approach and change would be more efficient.

ADJOURNMENT

Mr. McCracken thanked Dr. Corcoran, Dr. Anderson, Mr. Suerth, and the administration and staff for the outstanding information that was presented. Mr. McCracken requested a motion to adjourn. Motion made by Dr. Boyles and seconded by Mr. Solon to adjourn the meeting. Motion passed by voice vote. Mr. McCracken declared the meeting adjourned at 5:00 p.m.

Jay K. McCracken, Planning Committee Chair

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

OCTOBER 2019

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – October 2019

Revenues

- As of November 1, the headcount for fall semester was 2,953, which is 125 students less than at the same point in time last year. Credit hours for fall 2019 were 24,321, a decrease of 327 credit hours, or a decrease of 1.32 percent from one year ago. Traditional credit hours for fall 2019 are the same as fall 2018 at this point in time. Online credit hours have increased by 1,292 credit hours since this point in time one year ago, a 55 percent increase. Dual credit hours are down by 16.71 percent, or 382 credit hours over the same point in time one year ago.

According to the Illinois Community College Board (ICCB) fall opening enrollments have continued to decline statewide. Of the 48 community colleges 35 reported headcount decreases of more than one percent.

	Headcount 1-year Change	FTE 1-year Change	Headcount 5-year Change	FTE 5-year Change
Statewide Average	(4.2%)	(4.1%)	(14.1%)	(14.3%)
IVCC	(4.0%)	(1.7%)	(29.7%)	(15.2%)
Peer Colleges*	(3.5%)	(3.4%)	(11.5%)	(11.7%)
Super Peer Colleges**	(2.1%)	(3.2%)	(14.4%)	(15.8%)
State Highest	15.0%	7.4%	13.9%	4.1%
State Lowest	(9.1%)	(10.2%)	(40.1%)	(27.4%)

*As defined by the ICCB; **Includes 11 colleges of similar size and revenue

Richland had the highest increase in headcount and FTE in the last year. McHenry has had the highest increase in headcount and FTE over the last five years. Kishwaukee has had the largest decrease in FTE over the last year as well as the last five years. Triton had the largest decrease in headcount over the last year. Shawnee has had the largest decrease in headcount for the last five years.

Protection, Health & Safety Projects

- Building C Air Handler/Chiller Replacement – Construction will start at the end of fall semester; substantial completion is expected the first week of January.

Other Projects

- Agriculture Complex Phase I – Asking approval of electrical and general contractor bids.
- Agriculture Complex Phase II – Submitted Resource Allocation Management Plan (RAMP) to ICCB.
- Roadway and Parking Lot Resealing Project – ESI Consultants Ltd. from Naperville selected as the A/E. Orientation meeting scheduled November 19.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 October 31, 2019
 Unaudited

	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	\$ 5,092,409	\$ 3,220,051	\$ 186,731	\$ 126,239		\$ -	\$ -	\$ 8,625,430
Investments	9,225,447	9,085,608	642,346	248,000		-	-	19,201,401
Receivables								
Property taxes	9,490,779	2,460,262	-	-	-	-	-	11,951,041
Governmental claims	-	-	-	-	-	-	-	-
Tuition and fees	423,309	-	-	159,535	-	-	-	582,844
Due from other funds	2,472,255	800,603	-	158,330	-	-	-	3,431,188
Due to/from student groups	1,095,494	-	-	-	-	-	-	1,095,494
Bookstore inventories	-	-	-	550,474	-	-	-	550,474
Other assets	133,728	54,206	2,554	571	-	-	-	191,059
Deferred Outflows	-	-	-	-	-	-	361,295	361,295
Fixed assets - net where applicable	-	-	-	30,380	-	59,879,059	-	59,909,439
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	13,438,349	13,438,349
Other Debits	\$27,933,421	\$15,620,730	\$ 831,631	\$ 1,273,529	\$ -	\$59,879,059	\$13,799,644	\$ 119,338,014

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 October 31, 2019

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 1,059,374	\$ -	\$ -	\$ 12,083		\$ -	\$ -	\$ 1,071,457
Accrued salaries & benefits	610,870	18,925	-	14,206		-	-	644,001
Post-retirement benefits & other	132,541	-	-	-	-	-	-	132,541
Unclaimed property	968	-	-	-	-	-	-	968
Due to other funds	1,047,611	2,383,577	-	-	-	-	-	3,431,188
Due to student groups/deposits	75,427	-	-	-	-	-	-	75,427
Deferred revenue								
Property taxes	4,745,390	1,230,132	-	-	-	-	-	5,975,522
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Deferred Inflows	-	-	-	-	-	-	1,930,561	1,930,561
OPEB Long term debt	-	-	-	-	-	-	11,869,083	11,869,083
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	<u>7,672,181</u>	<u>3,632,634</u>	<u>-</u>	<u>26,289</u>	<u>-</u>	<u>-</u>	<u>13,799,644</u>	<u>25,130,748</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	59,879,059	-	59,879,059
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								
Reserved for restricted purposes	-	11,988,096	-	-	-	-	-	11,988,096
Reserved for debt service	-	-	831,631	-	-	-	-	831,631
Unreserved	20,261,240	-	-	1,247,240	-	-	-	21,508,480
Total equity and other credits	<u>20,261,240</u>	<u>11,988,096</u>	<u>831,631</u>	<u>1,247,240</u>	<u>-</u>	<u>59,879,059</u>	<u>-</u>	<u>94,207,266</u>
Total Liabilities, Equity and Other Credits	<u>\$27,933,421</u>	<u>\$15,620,730</u>	<u>\$ 831,631</u>	<u>\$ 1,273,529</u>	<u>\$ -</u>	<u>\$59,879,059</u>	<u>\$13,799,644</u>	<u>\$ 119,338,014</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 2020 Revenues & Expenditures by Fund
 For the four months ended October 31, 2019

Unaudited

	Education	Operations & Maintenance	Operations & Maintenance	Bond & Interest	Working Cash	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 13,289,160	\$ 1,784,880	\$ 1,407,149	\$ 955	\$ 17,861	\$ 750,766	\$ 2,013,548	\$ 950,422	\$ 35,779	\$ 20,250,520
Actual Expenditures	(6,674,043)	(735,116)	(120,317)	-	-	(779,114)	(2,398,057)	(458,505)	(20,250)	(11,185,402)
Other Financing Sources (Uses)			-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	6,615,117	1,049,764	1,286,832	955	17,861	(28,348)	(384,509)	491,917	15,529	9,065,118
Fund balances July 1, 2019	9,592,961	3,111,583	5,519,443	829,725	4,783,043	1,249,000	60,630	184,127	34,405	25,364,917
Fund balances October 31, 2019	<u>\$ 16,208,078</u>	<u>\$ 4,161,347</u>	<u>\$ 6,806,275</u>	<u>\$ 830,680</u>	<u>\$ 4,800,904</u>	<u>\$ 1,220,652</u>	<u>\$ (323,879)</u>	<u>\$ 676,044</u>	<u>\$ 49,934</u>	<u>\$ 34,430,035</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the four months ended October 31, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 10/31/19</u>	<u>Act/Budget 33.3%</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.3%</u>	<u>Annual Budget FY2019</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,209,880	\$ 7,872,483	95.9%	\$ 7,866,806	98.3%	\$ 8,006,010
Corporate Personal Property Replacement Tax	905,250	19,451	2.1%	158,108	14.7%	1,065,000
TIF Revenues	387,250	151,606	39.1%	176,899	47.8%	370,000
Total Local Government	<u>9,502,380</u>	<u>8,043,540</u>	84.6%	<u>8,199,813</u>	86.9%	<u>9,441,010</u>
State Government:						
ICCB Credit Hour Grant	1,568,250	725,171	46.2%	572,580	44.0%	1,301,458
Equalization	50,000	12,500	25.0%	4,167	8.3%	50,000
Career/Technical Education Formula Grant	200,000	-	0.0%	-	0.0%	200,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,818,250</u>	<u>737,671</u>	40.6%	<u>576,727</u>	37.2%	<u>1,551,458</u>
Federal Government						
PELL Administrative Fees	7,325	-	0.0%	-	0.0%	7,300
Total Federal Government	<u>7,325</u>	<u>-</u>	0.0%	<u>-</u>	0.0%	<u>7,300</u>
Student Tuition and Fees:						
Tuition	6,886,576	3,907,174	56.7%	3,983,295	57.5%	6,925,880
Fees	877,300	486,270	55.4%	476,238	55.2%	862,025
Total Tuition and Fees	<u>7,763,876</u>	<u>4,393,444</u>	56.6%	<u>4,459,533</u>	57.3%	<u>7,787,905</u>
Other Sources:						
Public Service Revenue	287,450	75,807	26.4%	60,837	21.2%	287,000
Other	233,839	38,698	16.5%	59,104	44.7%	132,317
Total Other Sources	<u>521,289</u>	<u>114,505</u>	22.0%	<u>119,941</u>	28.6%	<u>419,317</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,613,120</u>	<u>\$ 13,289,160</u>	67.8%	<u>\$ 13,356,014</u>	69.5%	<u>\$ 19,206,990</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,192,913	2,796,120	34.1%	2,470,159	30.4%	8,122,944
Employee Benefits	1,822,252	518,547	28.5%	441,007	25.0%	1,760,576
Contractual Services	161,549	27,962	17.3%	33,055	27.3%	121,005
Materials & Supplies	429,721	95,108	22.1%	92,177	22.3%	412,513
Conference & Meeting Expenses	142,376	12,639	8.9%	12,460	11.3%	110,606
Fixed Charges	189,000	133,157	70.5%	17,534	9.2%	190,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,937,811</u>	<u>\$ 3,583,533</u>	32.8%	<u>\$ 3,066,392</u>	28.6%	<u>\$ 10,717,644</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the four months ended October 31, 2019**

	Annual Budget FY2020	Unaudited Actual 10/31/19	Act/Budget 33.3%	Actual 10/31/18	Act/Budget 33.3%	Annual Budget FY2019
EDUCATION FUND EXPENDITURES (continued)						
Academic Support:						
Salaries	\$ 982,326	\$ 335,605	34.2%	\$ 249,686	27.0%	\$ 926,210
Employee Benefits	172,141	49,745	28.9%	36,346	26.3%	138,002
Contractual Services	191,657	127,605	66.6%	136,205	71.1%	191,650
General Materials & Supplies	278,128	81,868	29.4%	44,161	16.3%	270,926
Conference & Meeting Expenses	16,955	2,936	17.3%	1,949	13.7%	14,175
Utilities	25,650	12,825	50.0%	9,900	40.1%	24,665
Capital Outlay	-	-	0.0%	-	0.0%	115,000
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,666,857	610,584	36.6%	478,247	28.5%	1,680,628
Student Services:						
Salaries	1,293,469	462,112	35.7%	401,179	30.7%	1,308,889
Employee Benefits	366,444	102,270	27.9%	93,163	27.2%	342,482
Contractual Services	22,778	10,099	44.3%	3,982	21.8%	18,288
Materials & Supplies	68,187	19,597	28.7%	16,916	24.3%	69,552
Conference & Meeting Expenses	45,075	4,119	9.1%	6,022	17.9%	33,683
Other	-	184	0.0%	-	0.0%	-
Total Student Services	1,795,953	598,381	33.3%	521,262	29.4%	1,772,894
Public Services/Continuing Education:						
Salaries	367,282	132,135	36.0%	124,602	36.2%	343,940
Employee Benefits	80,616	24,447	30.3%	20,847	27.6%	75,574
Contractual Services	248,250	89,415	36.0%	122,114	58.4%	209,000
Materials & Supplies	89,250	31,509	35.3%	40,030	43.5%	92,100
Conference & Meeting Expenses	20,550	2,077	10.1%	5,647	28.3%	19,950
Other	200	-	0.0%	195	97.5%	200
Total Public Services/Continuing Education	806,148	279,583	34.7%	313,435	42.3%	740,764
Institutional Support:						
Salaries	1,804,720	604,756	33.5%	533,782	30.7%	1,737,749
Employee Benefits	673,288	248,559	36.9%	233,221	34.0%	685,412
Contractual Services	634,007	373,089	58.8%	381,554	62.6%	609,340
Materials & Supplies	429,645	115,852	27.0%	121,218	29.9%	405,704
Conference & Meeting Expenses	68,285	10,650	15.6%	11,098	17.7%	62,755
Utilities	26,050	4,503	17.3%	3,595	13.7%	26,200
Capital Outlay	25,875	-	0.0%	213,409	123.0%	173,500
Other	15,550	(75)	-0.5%	(390)	-4.1%	9,400
Provision for Contingency	156,931	-	0.0%	-	0.0%	-
Total Institutional Support	3,834,351	1,357,334	35.4%	1,497,487	40.4%	3,710,060
Scholarships, Grants and Waivers	577,000	244,628	42.4%	220,881	40.5%	546,000
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,618,120	\$ 6,674,043	34.0%	\$ 6,097,704	31.8%	\$ 19,167,990
INTERFUND TRANSFERS - NET	\$ -	\$ -	0.0%	\$ (10,000)	4.0%	\$ (250,000)

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the four months ended October 31, 2019**

	Annual Budget FY2020	Unaudited Actual 10/31/19	Act/Budget 33.3%	Actual 10/31/18	Act/Budget 33.3%	Annual Budget FY2019
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,307,306	\$ 1,254,203	95.9%	\$ 1,225,427	98.6%	\$ 1,243,160
Corporate Personal Property Replacement Tax	230,000	3,433	1.5%	27,549	14.5%	190,000
TIF	130,000	50,330	38.7%	58,901	48.3%	122,000
Total Local Government	<u>1,667,306</u>	<u>1,307,966</u>	78.4%	<u>1,311,877</u>	84.4%	<u>1,555,160</u>
State Government:						
ICCB Credit Hour Grant	276,750	121,727	44.0%	101,040	44.2%	228,542
Total State Government	<u>276,750</u>	<u>121,727</u>	44.0%	<u>101,040</u>	44.2%	<u>228,542</u>
Student Tuition and Fees:						
Tuition	535,702	308,062	57.5%	310,963	42.7%	728,480
Total Tuition and Fees	<u>535,702</u>	<u>308,062</u>	57.5%	<u>310,963</u>	42.7%	<u>728,480</u>
Other Sources:						
Facilities Revenue	138,941	33,321	24.0%	33,608	24.2%	138,941
Investment Revenue	45,000	13,690	30.4%	16,131	100.8%	16,000
Other	2,500	114	4.6%	1,023	-	2,500
Total Other Sources	<u>186,441</u>	<u>47,125</u>	25.3%	<u>50,762</u>	32.2%	<u>157,441</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,666,199	\$ 1,784,880	66.9%	\$ 1,774,642	66.5%	\$ 2,669,623
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 968,783	\$ 312,067	32.2%	\$ 279,427	29.9%	\$ 935,842
Employee Benefits	326,311	84,550	25.9%	78,211	24.7%	316,108
Contractual Services	169,400	24,518	14.5%	53,765	24.6%	219,000
General Materials & Supplies	277,787	35,593	12.8%	78,778	27.0%	291,970
Conference & Meeting Expenses	5,675	170	3.0%	-	0.0%	5,675
Fixed Charges	68,250	61,692	90.4%	78,357	121.5%	64,500
Utilities	762,600	192,793	25.3%	229,722	30.5%	752,500
Capital Outlay	84,000	-	0.0%	5,874	7.1%	83,000
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,599,806</u>	<u>711,383</u>	27.4%	<u>804,134</u>	30.9%	<u>2,605,595</u>
Institutional Support:						
Salaries	45,186	16,024	35.5%	13,985	31.6%	44,278
Employee Benefits	11,846	3,123	26.4%	3,044	25.7%	11,865
Contractual Services	2,491	-	0.0%	2,491	346.0%	720
Materials & Supplies	3,050	898	29.4%	737	24.9%	2,955
Fixed Charges	3,820	3,688	96.5%	3,688	87.6%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>66,393</u>	<u>23,733</u>	35.7%	<u>23,945</u>	37.4%	<u>64,028</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,666,199	\$ 735,116	27.6%	\$ 828,079	31.0%	\$ 2,669,623

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Illinois Valley Community College District No. 513
 Fiscal Year 2020 Budget to Actual Comparison
 For the four months ended October 31, 2019

	Unaudited					
	Annual Budget FY2020	Actual 10/31/19	Act/Budget 33.3%	Actual 10/31/18	Act/Budget 33.3%	Annual Budget FY2019
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,518,973	\$ 1,380,205	90.9%	\$ 1,525,771	0.0%	\$ 1,488,019
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	65,000	26,944	41.5%	33,342	0.0%	32,500
Other Revenue	-	-	0.0%	-	0.0%	250,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,583,973	1,407,149	88.8%	1,559,113	0.0%	1,770,519
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,500,000	120,317	0.0%	566,867	0.0%	3,656,726
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,500,000	120,317	8.0%	566,867	0.0%	3,656,726
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ -	-	0.0%	\$ -	0.0%	\$ -
Investment Revenue	3,600	955	26.5%	1,138	0.0%	1,600
TOTAL BOND & INTEREST FUND REVENUES	3,600	955	26.5%	1,138	0.0%	1,600
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ -	-	0.0%	-	0.0%	-
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	-	-	0.0%	-	0.0%	-
TOTAL BOND & INTEREST EXPENDITURES	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
WORKING CASH FUND						
Investment Revenue	\$ 70,000	\$ 17,861	25.5%	\$ 14,109	40.3%	\$ 35,000
TOTAL WORKING CASH REVENUES	70,000	17,861	25.5%	14,109	40.3%	35,000
Transfers In (Out)	\$ -	-	0.0%	\$ -		\$ -

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the four months ended October 31, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 10/31/19</u>	<u>Act/Budget 33.3%</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.3%</u>	<u>Annual Budget FY2019</u>
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 1,664,665	\$ 746,491	44.8%	\$ 862,545	47.9%	\$ 1,801,765
Other Revenue	8,000	4,110	51.4%	2,086	52.9%	3,940
Investment Revenue	4,500	165	3.7%	423	9.4%	4,500
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	<u>1,677,165</u>	<u>750,766</u>	<u>44.8%</u>	<u>865,054</u>	<u>47.8%</u>	<u>1,810,205</u>
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 352,435	101,357	28.8%	93,001	29.7%	313,439
Employee Benefits	70,612	16,395	23.2%	16,022	23.6%	67,816
Contractual Services	66,198	36,956	55.8%	31,969	49.3%	64,831
Materials & Supplies	1,291,728	576,800	44.7%	726,178	50.4%	1,442,162
Conference & Meeting	22,951	11,975	52.2%	10,256	38.6%	26,583
Fixed Charges	49,700	28,061	56.5%	22,774	44.4%	51,300
Capital Outlay/Depreciation	1,322	6,070	459.2%	-	0.0%	1,322
Other	103,000	1,500	1.5%	-	0.0%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	<u>1,957,946</u>	<u>779,114</u>	<u>39.8%</u>	<u>900,200</u>	<u>43.5%</u>	<u>2,070,453</u>
Transfer In (Out)		<u>\$ -</u>	<u>-</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ (198,586)</u>
RESTRICTED PURPOSES FUND						
	<u>Annual Budget FY2020</u>	<u>Actual 10/31/19</u>	<u>Act/Budget 33.3%</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.3%</u>	<u>Annual Budget FY2019</u>
State Government Sources	\$ 285,285	\$ -	0.0%	-	0.0%	\$ 280,032
Federal Government Sources	4,951,874	2,013,041	40.7%	2,160,114	44.3%	4,876,221
Nongovernmental gifts or grants	36,700	-	0.0%	-	0.0%	85,000
Other Revenue	-	507	0.0%	1,815	51.9%	3,500
TOTAL RESTRICTED PURPOSES FUND REVENUES	<u>\$ 5,273,859</u>	<u>2,013,548</u>	<u>38.2%</u>	<u>2,161,929</u>	<u>41.2%</u>	<u>5,244,753</u>
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	\$ 426,869	\$ 114,273	26.8%	101,670	27.1%	375,521
Employee Benefits	141,592	32,291	22.8%	30,758	21.3%	144,268
Contractual Services	23,293	1,484	6.4%	631	2.5%	25,090
Materials & Supplies	39,765	26,111	65.7%	26,203	23.7%	110,679
Conference & Meeting	41,065	12,536	30.5%	13,072	38.0%	34,409
Utilities	949	-	0.0%	463	37.0%	1,250
Capital Outlay	22,000	30,362	138.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 695,533</u>	<u>\$ 217,057</u>	<u>31.2%</u>	<u>\$ 172,797</u>	<u>25.0%</u>	<u>\$ 691,217</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the four months ended October 31, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 10/31/19</u>	<u>Act/Budget 33.3%</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.3%</u>	<u>Annual Budget FY2019</u>
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 198,634	\$ 67,688	34.1%	58,889	30.7%	192,097
Employee Benefits	69,755	20,092	28.8%	17,515	24.6%	71,188
Contractual Services	6,000	2,754	45.9%	4,980	142.3%	3,500
Materials & Supplies	9,330	1,235	13.2%	10,805	186.7%	5,787
Conference & Meeting	9,300	2,193	23.6%	2,539	39.1%	6,500
Capital Outlay	-	-	-	-	0.0%	-
Tuition Waivers (TRiO Grant)	25,873	8,850	34.2%	21,450	107.3%	20,000
Total Student Services	<u>318,892</u>	<u>102,812</u>	<u>32.2%</u>	<u>116,178</u>	<u>38.8%</u>	<u>299,072</u>
Institutional Support						
Salaries (Federal Work Study)	94,035	32,997	35.1%	22,810	23.8%	95,683
SURS On-behalf	-	-	-	-	0.0%	-
Total Institutional Support	<u>94,035</u>	<u>32,997</u>	<u>35.1%</u>	<u>22,810</u>	<u>23.8%</u>	<u>95,683</u>
Student grants and waivers (PELL & SEOG)	<u>4,170,699</u>	<u>2,045,191</u>	<u>49.0%</u>	<u>2,049,473</u>	<u>49.2%</u>	<u>4,165,281</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,279,159</u>	<u>\$ 2,398,057</u>	<u>45.4%</u>	<u>\$ 2,245,080</u>	<u>42.8%</u>	<u>\$ 5,251,253</u>
Transfer In (Out)		\$ -	-	\$ 10,000	100.0%	\$ 10,000
AUDIT FUND						
	<u>Annual Budget FY2020</u>	<u>Actual 10/31/19</u>	<u>Act/Budget 33.3%</u>	<u>Actual 10/31/18</u>	<u>Act/Budget 33.3%</u>	<u>Annual Budget FY2019</u>
Local Government Sources	\$ 38,150	\$ 35,748	93.7%	\$ 36,091	9.5%	\$ 379,528
Investment Revenue	100	31	31.0%	54	67.5%	80
TOTAL AUDIT FUND REVENUES	<u>38,250</u>	<u>35,779</u>	<u>93.5%</u>	<u>36,145</u>	<u>9.5%</u>	<u>379,608</u>
AUDIT FUND						
Contractual Services	38,150	20,250	53.1%	23,500	63.0%	37,300
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 38,150</u>	<u>\$ 20,250</u>	<u>53.1%</u>	<u>\$ 23,500</u>	<u>63.0%</u>	<u>\$ 37,300</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2020 Budget to Actual Comparison
 For the four months ended October 31, 2019

Unaudited

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2020	Actual 10/31/19	Act/Budget 33.3%	Actual 10/31/18	Act/Budget 33.3%	Annual Budget FY2019
Local Government Sources	\$ 1,136,999	\$ 949,913	83.5%	\$ 530,020	0.0%	\$ 826,509
Investment Revenue	2,000	509	25.5%	1,293	0.0%	6,000
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	\$ 1,138,999	\$ 950,422	83.4%	\$ 531,313	63.8%	\$ 832,509
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	111,403	23,641	21.2%	29,382	28.7%	102,355
Employee Benefits	26,762	7,774	29.0%	7,520	28.6%	26,286
Contractual Services	23,000	4,025	17.5%	495	2.2%	22,500
Materials & Supplies	400	172	43.0%	198	30.5%	650
Total for Student Services	<u>161,565</u>	<u>35,612</u>	<u>22.0%</u>	<u>37,595</u>	<u>24.8%</u>	<u>151,791</u>
Operations & Maintenance of Plant						
Contractual Services	547,500	122,509	22.4%	132,935	26.4%	502,800
Material & Supplies	150	149	99.3%	42	21.0%	200
Utilities	425	117	27.5%	138	26.4%	450
Total for Operations & Maintenance of Plant	<u>548,075</u>	<u>122,775</u>	<u>22.4%</u>	<u>133,115</u>	<u>26.4%</u>	<u>503,450</u>
Institutional Support						
Salaries	70,825	23,831	33.6%	21,259	30.8%	68,917
Employee Benefits	202,997	4,009	5.7%	3,506	1.6%	214,823
Contractual Services	34,000	22,192	65.3%	11,509	28.4%	40,500
Materials & Supplies	4,700	1,863	39.6%	-	0.0%	5,000
Conference & Meeting	5,200	-	0.0%	-	0.0%	500
Fixed Charges	275,500	248,223	90.1%	250,194	84.2%	297,000
Total Institutional Support	<u>593,222</u>	<u>300,118</u>	<u>50.6%</u>	<u>286,468</u>	<u>45.7%</u>	<u>626,740</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,302,862	\$ 458,505	35.2%	\$ 419,583	32.7%	\$ 1,281,981

Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
All Funds - By Budget Officer
October 31, 2019
Unaudited

<u>Department</u>	<u>Annual Budget FY2020</u>	<u>Actual FY2019</u>	<u>Act/Budget 33.3%</u>	<u>Explanation</u>
President	\$ 356,966	\$ 124,862	35.0%	
Board of Trustees	14,825	7,034	47.4%	ICCTA Dues (paid semiannually)
Community Relations	422,032	116,604	27.6%	
Continuing Education	825,541	279,583	33.9%	
Facilities	4,099,806	831,700	20.3%	
Information Technologies	2,030,378	832,958	41.0%	
Academic Affairs	231,727	74,128	32.0%	
Academic Affairs (AVPCE)	700,194	309,745	44.2%	includes annual rent payment for Ottawa Center
Adult Education	467,386	141,220	30.2%	
Learning Resources	1,323,809	466,495	35.2%	
Career & Tech Education Division	2,265,590	717,401	31.7%	
Natural Science & Business Division	3,198,400	1,045,828	32.7%	
Humanities & Fine Arts/Social Science Division	3,226,936	1,048,397	32.5%	
Health Professions Division	1,823,278	559,386	30.7%	
Admissions & Records	360,719	140,392	38.9%	
Counseling	543,087	191,829	35.3%	
Student Services	281,511	87,211	31.0%	
Financial Aid	4,666,455	2,189,697	46.9%	Includes summer and fall financial aid
Career Services	41,825	11,806	28.2%	
Athletics	306,602	132,280	43.1%	
TRiO (Student Success Grant)	318,892	102,812	32.2%	
Campus Security	545,575	120,281	22.0%	
Business Services/General Institution	1,052,321	370,824	35.2%	
Risk Management	595,722	302,613	50.8%	Annual insurance premiums paid in September
Tuition Waivers	577,000	244,629	42.4%	
Purchasing	120,078	39,833	33.2%	
Human Resources	134,113	39,682	29.6%	
Bookstore	1,508,000	621,174	41.2%	
Shipping & Receiving	66,393	23,733	35.7%	
Copy Center	100,344	11,265	11.2%	
Total FY19 Expenditures	\$ 32,205,505	\$ 11,185,402	34.7%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended October 31, 2019

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 5,265,387.38	\$ 1,095,667.77	\$ 1,438,070.70	\$ 186,731.29	\$ 116,171.40	\$ (163,470.17)	\$ 462,339.94	\$ 49,251.89	\$ 70,584.99	\$ 400,659.62	\$ 8,921,394.81
Total Receipts	802,464.25	126,218.72	117,723.19	-	34,410.24	-	1,625.83	2,371.30	63,005.98	6,507.04	\$ 1,154,326.55
Total Cash	6,067,851.63	1,221,886.49	1,555,793.89	186,731.29	150,581.64	(163,470.17)	463,965.77	51,623.19	133,590.97	407,166.66	10,075,721.36
Due_To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	-	-	225,000.00	-	-	-	-	-	-	-	225,000.00
Expenditures	(1,846,655.92)	(234,056.91)	(335,688.20)	-	(155,006.87)	(152,530.49)	-	(20,250.00)	(63,157.17)	(2,397.52)	(2,809,743.08)
ACCOUNT BALANCE	4,221,195.71	987,829.58	1,445,105.69	186,731.29	(4,425.23)	(316,000.66)	463,965.77	31,373.19	70,433.80	404,769.14	7,490,978.28
Deposits in Transit	97,029.81										97,029.81
Outstanding Checks	281,469.48										281,469.48
BANK BALANCE	4,599,695.00	987,829.58	1,445,105.69	186,731.29	(4,425.23)	(316,000.66)	463,965.77	31,373.19	70,433.80	404,769.14	7,869,477.57
Certificates of Deposit	-	-	2,716,316.23	500,000.00	248,000.00	-	3,368,916.47	-	100,000.00	-	6,933,232.70
Illinois Funds	7,111,592.15	2,461,261.86	799,597.77	142,575.58	-	27,790.38	947,068.36	-	-	54,744.92	11,544,631.02
Bldg Reserve-ILLFund			456,619.23								456,619.23
Total Investment	\$ 7,111,592.15	\$ 2,461,261.86	\$ 3,972,533.23	\$ 642,575.58	\$ 248,000.00	\$ 27,790.38	\$ 4,315,984.83	\$ -	\$ 100,000.00	\$ 54,744.92	\$ 18,934,482.95

LaSalle State Bank	\$ 89,156.57
Midland States Bank	7,780,321.00
	<u>\$ 7,869,477.57</u>

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
October 31, 2019

<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>
11/7/2019						151,916		151,916	MB	2.55%	2.55%	15192
4/13/2020			500,000	500,000				1,000,000	CTB	2.39%	2.40%	106342
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Morgan Stanley PVT
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	CitiBank NA
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Israel Discount Bank
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	Morgan Stanley NA
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	American Express
7/17/2020			204,020					204,020	HNB	2.48%	2.50%	600092-1002
10/26/2020			1,000,000					1,000,000	MB	2.25%	2.26%	17050
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	Capital One
7/19/2022						247,000		247,000	MBS	2.25%	2.25%	Discover Bank
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Capital One
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Wells Fargo
11/23/2022			1,000,000					1,000,000	MB	2.65%	2.67%	17012
11/23/2022							100,000	100,000	MB	2.65%	2.67%	17013
11/7/2023						200,000		200,000	CB	3.50%	3.50%	Goldman Sachs
11/7/2023						200,000		200,000	CB	3.50%	3.50%	UBS Bank USA
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley Bank
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley
11/15/2023						200,000		200,000	CB	3.55%	3.55%	Comenity Capital
Total CD	-	-	2,704,020	500,000	248,000	3,368,916	100,000	6,920,936				

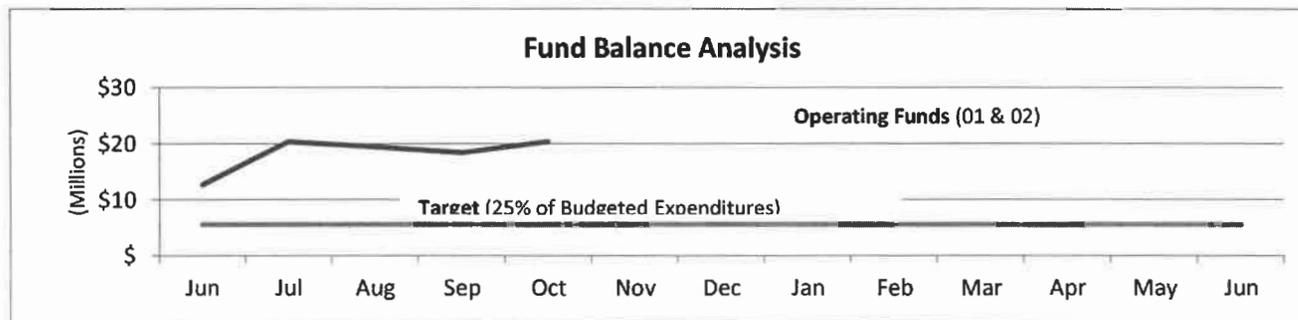
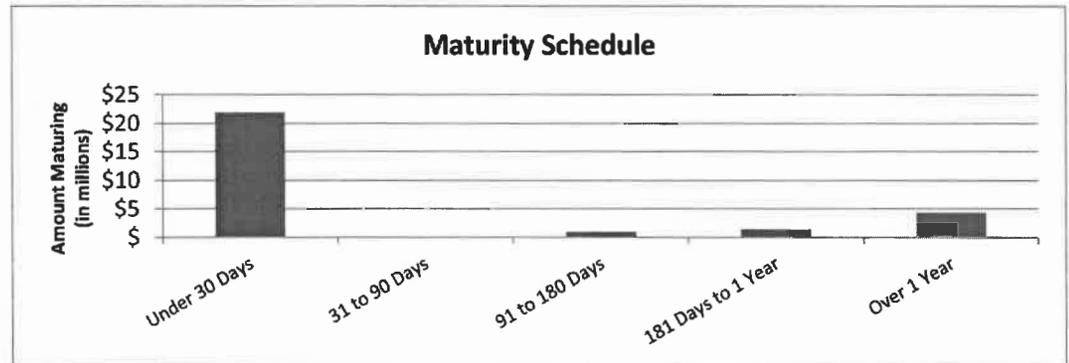
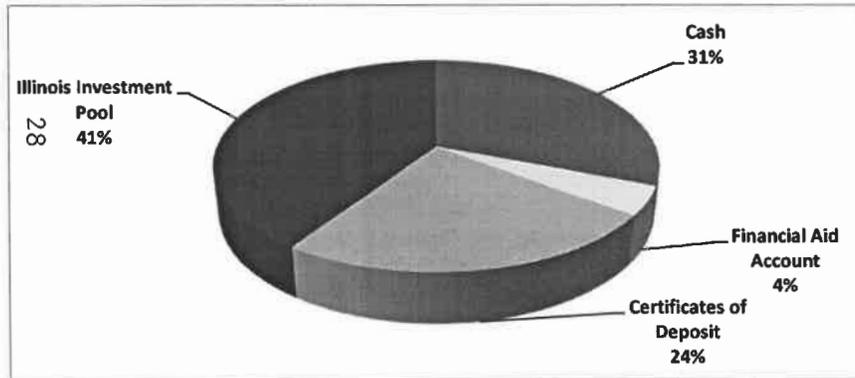
CB	Commerce Bank	LSB	LaSalle State Bank	MBS	Multi-Bank Securities, Inc.
CTB	Central Bank	MB	Marseilles Bank	MSB	Midland States Bank
HNB	Hometown National Bank				

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**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
October 31, 2019**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	30.9%	\$ 8,861,134	0.35%
Financial Aid Account	4.4%	1,250,446	0.35%
Certificates of Deposit	24.1%	6,920,936	2.61%
Illinois Investment Pool	40.6%	11,649,998	1.80%
Total		\$ 28,682,514	1.48%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,969,135	-	-	\$ 10,969,135	38%
IL Funds -Building	680,863			680,863	2%
Midland Sates Bank	-		7,991,328	7,991,328	28%
Midland States-F/A			1,250,446	1,250,446	4%
Midland States-Bldg			460,210	460,210	2%
LaSalle State Bank	-	-	82,865	82,865	0%
Central Bank	-	1,000,000	-	1,000,000	3%
Commerce Bank	-	1,000,000	-	1,000,000	3%
Hometown Bank	-	204,020	-	204,020	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	9%
Heartland Bank-Bldg			225,000	225,000	1%
Heartland Bank	-	-	101,731	101,731	0%
Marseilles Bank	-	2,251,916	-	2,251,916	8%
	\$ 11,649,998	\$ 6,920,936	\$ 10,111,580	\$ 28,682,514	100%



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**\$5,000 and Over Disbursements
10/01/19-10/31/19**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
752131	10/02/19	0224222	Airborne Athletics, Inc	\$ 6,070.00	Rebounding/Passing Machine
752151	10/02/19	0214499	Constellation NewEnergy, Inc	41,490.59	Electricity (08/09/19-09/10/19)
752155	10/02/19	0130732	Dodson Plumbing, Heating and Air Conditioning	110,688.20	Building "E" AHU Replacement*
752173	10/02/19	0195549	Heartland Bank and Trust	225,000.00	Matching Funds Perimeter Road/Lot Repaving
752185	10/02/19	0218917	Interactive Health, Inc	23,560.00	Health Evaluations
752188	10/02/19	0223492	JourneyEd.com Inc	9,995.00	EMS/Paramedic Simulator/Software/Supplies (Carl Perkins Grant)
ACH	10/03/19		Internal Revenue Service	61,523.40	Federal Payroll Taxes (10/03/19)
ACH	10/03/19		Illinois Department of Revenue	22,477.22	State Payroll Taxes (10/03/19)
ACH	10/03/19		VALIC Retirement Services	11,082.03	403(b) & 457(b)Payroll (10/03/19)
752251	10/03/19	0082897	SURS	48,635.29	Payroll (10/03/19)
ACH	10/04/19		American Express	54,026.74	Credit Card Purchases (September)
752295	10/09/19	0224427	Dresbach Distributing Company	6,615.00	Ice Melt
752296	10/09/19	0181795	G4S Secure Solutions (USA) Inc	9,169.00	Security Services-Main & Ottawa Campus (09/09/19-09/15/19)
752304	10/09/19	0139434	JBH Technologies, Inc	18,770.00	3D Printer-CAD Lab (Carl Perkins Grant)
ACH	10/17/19		CCHC	246,677.30	Health Insurance (October 2019)
ACH	10/17/19		Internal Revenue Service	61,972.44	Federal Payroll Taxes (10/17/19)
ACH	10/17/19		Illinois Department of Revenue	22,625.54	State Payroll Taxes (10/17/19)
ACH	10/17/19		VALIC Retirement Services	11,080.53	403(b) & 457(b)Payroll (10/17/19)
29 752366	10/17/19	0082897	SURS	47,824.29	Payroll (10/17/19)
752426	10/17/19	0181795	G4S Secure Solutions (USA) Inc	10,695.80	Security Services-Main & Ottawa Campus (08/19/19-08/25/19), Ottawa Campus (09/16/19-09/22/19)
752471	10/17/19	0201804	Wipfli LLP	20,250.00	Audit
752498	10/23/19	0209567	Delta Dental of Illinois	9,574.69	Dental Insurance (September)
752501	10/23/19	0117420	Dude Solutions, Inc	5,603.49	Maintenance Essentials Software Renewal
752502	10/23/19	0162907	Engineerica Systems, Inc	5,039.00	Software License Renewal and Support
752562	10/23/19	0001450	Thyssenkrupp Elevator Corporation	7,154.45	Elevator Maintenance/Repair
752621	10/30/19	0181795	G4S Secure Solutions (USA) Inc	9,282.80	Security Services-Main & Ottawa Campus (09/30/19-10/06/19)
752631	10/30/19	0001417	Illinois Valley Community Hospital	5,572.00	Athletic Trainer and TDT Student Physicals
752632	10/30/19	0218917	Interactive Health, Inc	5,370.00	Health Evaluations
752654	10/30/19	0209524	RedShelf, Inc	65,898.39	Books for Resale
ACH	10/31/19		Internal Revenue Service	61,011.79	Federal Payroll Taxes (10/31/19)
ACH	10/31/19		Illinois Department of Revenue	22,256.56	State Payroll Taxes (10/31/19)
ACH	10/31/19		VALIC Retirement Services	11,180.53	403(b) & 457(b)Payroll (10/31/19)
752685	10/31/19	0082897	SURS	47,311.97	Payroll (10/31/19)

\$ 1,325,484.04

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 09/28/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 4	8/15/2019	9/16/2019	9/28/2019	OV	\$ 140.00	011120650051340			
Ault, Richard L	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Baracani, Del Geno	Clothing Allowance	9/28/2019	9/28/2019	9/28/2019	TF	\$ 97.43	027210472052900			
Bolelli, Joseph August	Clothing Allowance	9/28/2019	9/28/2019	9/28/2019	TF	\$ 69.97	027110471052900			
Gillio, Steve A	Clothing Allowance	9/28/2019	9/28/2019	9/28/2019	TF	\$ 99.90	027210472052900			
Hartwig, Paul R	Clothing Allowance	9/28/2019	9/28/2019	9/28/2019	TF	\$ 132.00	027110471052900			
Bruch, Anna Marie Faletti	Nursing Advanced Placement Retention	7/8/2019	7/18/2019	9/28/2019	SG	\$ 680.00	061320152751900			
Cook Fesperman, Amanda Pauline	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Czubachowski, Brandon Lee	MUP 1004 300 Rate Adjustment	8/15/2019	9/27/2019	9/28/2019	ST	\$ 93.00	011120650051320			
Data, Dorene Marie	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Hodgson, Laura Ann	Nursing Advanced Placement Retention	7/8/2019	7/18/2019	9/28/2019	SG	\$ 340.00	061320152751900			
Jenrich, Chuck	PGI MFG Project AS 9100	9/18/2019	9/19/2019	9/28/2019	ST	\$ 800.00	014210331051320			
Lockwood, Kirk D	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Mott, Willard D	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Olesen, Jared Jeffrey	Dual Credit Workshop Partial Attendance	9/6/2019	9/6/2019	9/28/2019	ST	\$ 10.00	018120080051900			
Ossola, Jyllian	Barn Quilt HLR	9/21/2019	9/21/2019	9/28/2019	ST	\$ 300.00	014110394151320	HLR-2315-09	Barn Quilt	
Pumo, Deborah J	Clinical Observations	7/8/2019	7/29/2019	9/28/2019	SG	\$ 2,720.00	061320152751900			
Radek, Kimberly M	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Rambo, Randy R	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Safranske, Sandra Kay	Clothing Allowance	9/28/2019	9/28/2019	9/28/2019	TF	\$ 84.99	027210472052900			
Sarver, Gregory Stephen	LC Driver Improvement	9/11/2019	9/11/2019	9/28/2019	ST	\$ 150.00	014110394251320	CDV-6000-309	LaSalle Co Driver Improvement	
Sarver, Gregory Stephen	BC Driver Improvement	9/14/2019	9/14/2019	9/28/2019	ST	\$ 150.00	014110394351320	CDV-7000-02	Bureau Co Driver Improvement	
Seghi, Heather Nicole	Dntl Asstng Stackable Certific	7/1/2019	8/9/2019	9/28/2019	SG	\$ 2,040.00	061320152751900			
Seghi, Heather Nicole	DLA 1209-100 First Taught	8/15/2019	9/28/2019	9/28/2019	OV	\$ 700.00	011420410051340	DLA-1209-100	Infection Control Practices	
Serafini, Richard Joseph	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Smith, Sara E	Food Service Sanitation	9/9/2019	9/9/2019	9/28/2019	ST	\$ 475.00	014110394151320	CEU-1503-639	Food Service Sanitation-8 Hour	
Smith, Sara E	Food Service Re-Test	9/19/2019	9/19/2019	9/28/2019	ST	\$ 10.00	014110394151320	CEU-1502-639	Food Service Re-Test	
Sondgeroth, Anthony Lee	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Sowers, Jennifer Lynn	Mileage	5/14/2019	5/14/2019	9/28/2019	ML	\$ 111.71	014210331055211			
Story, Michelle M	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Tomasson, Cory J	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Tonioni, Nicole Heather	Pumpkin Centerpiece	9/18/2019	9/18/2019	9/28/2019	ST	\$ 50.00	014110394151320	HLR-2601-309	Pumpkin Centerpiece	

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Stipends For Pay Period 09/28/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Wiggins, Dawn M	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Zeilman, Karen Elaine	Dual Credit Workshop 09/06/19	9/6/2019	9/6/2019	9/28/2019	ST	\$ 25.00	018120080051900			
Total						\$ 2,587.30				


 Cheryl Roelfsema
 Vice President of Business Services and Finance


 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 10/12/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 2	9/23/2019	9/30/2019	10/12/2019	OV	\$ 70.00	011120650051340	MUP-2025-01	Applied Music: Drum Set	
Balzarini, Doreen J	Computer Basics CEX 4411 309	9/17/2019	10/8/2019	10/12/2019	ST	\$ 420.00	014110394151320	CEX-4411-309	Computer Basics	
Bias, Timothy John	City of Ottawa Water Exam	10/1/2019	10/1/2019	10/12/2019	ST	\$ 112.50	014210331051320			
Bray, Kristal A	ALH 1214 04 Lab/Clinical	10/9/2019	12/13/2019	12/21/2019	ST	\$ 4,074.15	011420730051320	ALH-1214-04	Certified Nursing Assistant	
Chaffee, Candice Sue	Energy Anatomy Vibrational Healing	9/25/2019	9/25/2019	10/12/2019	ST	\$ 700.00	014110394151320	HLR-6316-09	Energy Anatomy Vibrational Healing	
Cherpeske, Roxanne Gay	Accreditation Duties 19/SP	1/9/2019	5/18/2019	10/12/2019	ST	\$ 2,451.00	011420410051320			
Cherpeske, Roxanne Gay	Accreditation Duties 19/FA	8/15/2019	12/13/2019	12/21/2019	ST	\$ 2,517.00	011420410051320			
Dzurisin, Juliana Mae	ALH 1214 603,604 Lecture	10/9/2019	12/13/2019	12/21/2019	ST	\$ 4,317.50	011420730051320	ALH-1214-603	Certified Nursing Assistant	
Fitzpatrick, Sara Elizabeth	Bon Appetit! French Cuisine	10/1/2019	10/1/2019	10/12/2019	ST	\$ 225.00	014110394151320	HLR-3945-310	Bon Appetit! French Cuisine	
Freed, Timothy Daniel	Germany: The Black Forest	9/25/2019	9/25/2019	10/12/2019	ST	\$ 300.00	014110394151320	HLR-3923-309	Germany: Black Forest	
Greve, Mary Ann	ALH 1250 301 Lecture	10/9/2019	12/13/2019	12/21/2019	ST	\$ 2,121.00	011420730051320	ALH-1250-301	Principle/Practice Phlebotomy	
Henkel, Katie Jean	DLA 1205 150	10/9/2019	12/13/2019	12/21/2019	ST	\$ 1,086.00	011420410051320	DLA-1205-150	Preventive Dentistry I	
Jenrich, Chuck	PGI MFG Project AS 9100	9/26/2019	9/26/2019	10/12/2019	ST	\$ 500.00	014210331051320			
Kirk, Janet M	ALH 1214 05 Lab/Clinical	10/9/2019	12/13/2019	12/21/2019	ST	\$ 3,757.56	011420730051320	ALH-1214-05	Certified Nursing Assistant	
Kusek, Karl Kenneth	ELE 1220 301	10/9/2019	12/13/2019	12/21/2019	ST	\$ 785.00	011320410051320	ELE-1220-301	Electrical Safety	
Mentgen, Danny Lee	WLD Series 321 Multi Prep	10/9/2019	12/13/2019	12/21/2019	ST	\$ 2,064.00	011320410051320			
Mize, Adam	ALH 1214 604 Lab/Clinical	10/9/2019	12/13/2019	12/21/2019	ST	\$ 3,757.56	011420730051320	ALH-1214-604	Certified Nursing Assistant	
Monroe, Susan Marie	Conference Reimbursement	7/18/2019	7/18/2019	10/12/2019	TR	\$ 40.00	011120116055111			
Monroe, Susan Marie	Mileage Reimbursement	7/18/2019	7/18/2019	10/12/2019	ML	\$ 105.79	011120116055211			
Moore, Bernard A	Sports Officiating	9/18/2019	10/2/2019	10/12/2019	ST	\$ 350.00	014110394151320	CEU-7601-09	Sports Officiating	
Ossola, Jyllian	Welcome Porch Sign	10/5/2019	10/5/2019	10/12/2019	ST	\$ 150.00	014110394151320	HLR-2311-10	Welcome Porch Sign	
Rebholz, Matthew Richard	LC Driver Improvement GDL	9/28/2019	9/28/2019	10/12/2019	ST	\$ 175.00	014110394251320	CDV-6000-19	LaSalle Co Driver Improvement	
Schuerman, Patrick	SDT 1201 300	10/9/2019	12/13/2019	12/21/2019	ST	\$ 150.00	011120410051320	SDT-1201-300	Career Exploration	
Smith, Paul C	GNT 1235 350	10/9/2019	12/13/2019	12/21/2019	ST	\$ 1,887.50	011320410051320	GNT-1235-350	Intro Manufacture Maintenance	
Sorce, Adrianna Lyn	Haunted Halloween on Window	10/7/2019	10/7/2019	10/12/2019	ST	\$ 150.00	014110394151320	HLR-1115-310	Window Painting	
Stevenson, Keith Howard	WHS 1200 02	10/12/2019	11/9/2019	11/9/2019	ST	\$ 1,012.50	011320410051320	WHS-1200-02	Basic Forklift Operation	
Swett, Steven A	SDT 1201 01	10/9/2019	12/13/2019	12/21/2019	ST	\$ 977.00	011120410051320	SDT-1201-01	Career Exploration	
Swett, Steven A	ALH1221 301 Lecture	10/9/2019	12/13/2019	12/21/2019	ST	\$ 977.00	011420730051320	ALH-1221-301	Industrial First Aid	
Tonioni, Nicole Heather	Witches Hat Wreath	10/2/2019	10/2/2019	10/12/2019	ST	\$ 100.00	014110394151320	HLR-2609-310	Witches Hat Wreath	
Trench, Michael Shawn	GNT 1225 350	10/9/2019	12/13/2019	12/21/2019	ST	\$ 1,887.50	011320410051320	GNT-1225-350	Quality & Measurement	
Vogl, Robert	Basics of Solar Electricity	9/28/2019	9/28/2019	10/12/2019	ST	\$ 100.00	014110394151320	HLR-5522-09	Basics of Solar Electricity	

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Stipends For Pay Period 10/12/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Wasmer, Susan Marie	ALH 1251 03 04 Lecture	10/9/2019	12/13/2019	12/21/2019	ST	\$ 2,355.00	011420730051320	ALH-1251-03	Phlebotomy Practicum	
Total						\$ 39,675.56				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jenny Corcoran 10/23/19

Dr. Jenny 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 10/26/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 2	09/30/19	10/07/19	10/26/19	OV	\$70.00	011120650051340			
Bruch, Anna Marie Faletti	Covered for Bouxein NUR 1202 10 Clinical	10/13/19	10/26/19	10/26/19	OV	\$196.88	011420730051340			
Cinotte, Lori Maret	Mileage Reimbursement	08/21/19	09/30/19	10/26/19	ML	\$40.60	011120650055210			
Dellinger, Douglas Albert	Photography for Beginners	09/10/19	10/15/19	10/26/19	ST	\$682.50	014110394151320	HLR-2506-309	Beginning Photography	
Jenrich, Chuck	PGI MFG Project AS 9100	10/09/19	10/10/19	10/26/19	ST	\$800.00	014210331051320			
Jenrich, Chuck	PGI MFG Project AS 9100	10/17/19	10/17/19	10/26/19	ST	\$400.00	014210331051320			
Klieber, Tracie Marie	Yoga Unique to You	08/26/19	10/14/19	10/26/19	ST	\$450.00	014110394151320	HLR-6218-308	Yoga Unique To You	
Marko, Richard Edward	US Silica -Auto Test Development	10/10/19	10/10/19	10/26/19	ST	\$75.00	014210331051320			
Matuszewski, Kari Leigh	Embroidered Photo Canvas	10/08/19	10/08/19	10/26/19	ST	\$120.00	014110394151320	HLR-2405-310	Embroidered Photo Canvas	
Ossola, Jyllian	Putnam County Picassos	09/08/19	10/07/19	10/26/19	ST	\$400.00	014210331051320			
Pytel, Kyle Edwin	LC Driver Improvement-GDL	10/12/19	10/12/19	10/26/19	ST	\$175.00	014110394251320			
Sarver, Gregory Stephen	LC Driver Improvement	10/09/19	10/09/19	10/26/19	ST	\$150.00	014110394251320	CDV-6000-310	LaSalle Co Driver Improvement	
Scherl, Jennifer C	Mileage Reimbursement	07/17/19	08/11/19	10/26/19	ML	\$88.16	014210331055211			
Schneider, Gregg A	BC Driver Improvement	10/12/19	10/12/19	10/26/19	ST	\$140.00	014110394351320			
Schomas, Jane Elizabeth	Two Step HLR 5124 409	09/10/19	10/15/19	10/26/19	ST	\$360.00	014110394151320	HLR-5124-409	Two Step	
Schomas, Jane Elizabeth	Wedding Reception Survival	09/10/19	10/15/19	10/26/19	ST	\$360.00	014110394151320	HLR-5108-409	Wedding Reception Survival	
Sondgeroth, Anthony Lee	ILLINI Rail Solutions	10/04/19	10/05/19	10/26/19	ST	\$625.00	014210331051320			
Tonioni, Nicole Heather+A19	Witches Cauldron Pot	10/10/19	10/10/19	10/26/19	ST	\$25.00	014110394151320	HLR-2601-310	Witches Cauldron Pot	
Total						\$5,158.14				

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 Cheryl Roelfsema
 Vice President of Business Services and Finance

 11/5/19
 Dr. Jerry Corcoran
 President

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

Bid Request –Amatrol Portable PLC Troubleshooting Learning System

The administration requests authorization to seek bids for ten (10) Amatrol Portable PLC Troubleshooting Learning Systems. The Electrical, Electronics, and Renewable Energy programs are in need of portable PLC trainers for the laboratory setting to provide students the opportunity to practice industrial skills. The current portable trainers have reached their end-of-life and will no longer be supported by the manufacturer. They also lack the ability to function with the Windows 10 upgrade that is taking place at IVCC. IVCC's rural location makes it difficult to provide opportunities for students to experience scenarios in the field and practice necessary work-based skills. The addition of the trainers will enhance the laboratory environment and allow the instructor(s) to control, monitor, and track student and group training of specific skills, while providing a realistic environment for students to engage in creative problem solving.

Major benefits include:

- Aligns with current Amatrol online curriculum and training equipment;
- Includes a variety of electronic faults that present realistic situations and training capabilities;
- Mobile training platform that can be used to deliver training at multiple facilities or for convenient storage;
- Industry-relevant applications and troubleshooting scenarios;
- Features the Allen-Bradley L16 CompactLogix 5300 PLCs used in local industry.

This purchase will be paid for by the IVCC Foundation.

Recommendation:

The administration recommends Board authorization to seek bids for ten (10) Amatrol PLC Troubleshooting Learning Systems and the software programs to run them at an estimated cost of \$168,300.

KPI 6: Resource Management

Consortium Purchase – Rock Salt

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

Recommendation:

The administration recommends Board approval to purchase 280 tons of rock salt from Cargill Incorporated Salt Division through the Illinois Department of Central Management Services at \$74.88 per ton, delivered, for a total of \$20,966.40.

KPI 6: Resource Management

Purchase Request – ccSpringboard (Career Cruising) Software

Career Cruising is a website that guides students in an exploration of careers and employment. Students take assessments and explore careers based on their likes and dislikes. Career Cruising is integrated with Starved Rock Advantage (Inspire), which connects our students with career coaches, company information, and work-based learning activities. Career Cruising is funded by the Carl Perkins grant.

Recommendation:

The administration recommends Board approval to renew the 21 ccSpringboard Software licenses from Anaca Technologies, Ltd. in the amount of \$11,445 for 2020.

KPI 1: Student Academic Success

Protection, Health, and Safety Projects for Tax Year 2019

The administration has been working with the Operations Committee, which is made up of administrators, staff, and faculty, on developing a list of Protection, Health, and Safety (PHS) projects for the Tax Year 2019 levy. The following projects are recommended for approval:

Building G Air Handling Units Replacement

This project along with Building F (below) will complete the entire replacement of chiller/air handling units in all the original campus buildings.

Following are the cost estimates for this project:

Project costs	\$ 557,750
Contingency	55,775
A/E fees	<u>61,352</u>
Total	\$ 674,877

Building F Air Handling Units Replacements

Following are the cost estimates for this project:

Project Costs	\$ 276,000
Contingency	27,600
A/E Fees	<u>30,360</u>
Total	\$ 333,960

Building G Bleacher Replacement

Replacement of non-compliant bleachers in the Gymnasium.

Following are the cost estimates for this project:

Project Costs	\$ 260,000
Contingency	26,000
A/E Fees	<u>28,600</u>
Total	\$ 314,600

Building J Exhaust System Upgrades

Installation of a general exhaust system in automotive lab to mitigate smells.

Following are the cost estimates for this project:

Project Costs	\$ 36,225
Contingency	3,623
A/E fees	<u>3,985</u>
Total	\$ 43,833

Recommendation:

The administration recommends Board approval of the four Protection, Health, and Safety projects as presented for a cost of \$1,367,270 and authorize the administration to include \$1,367,270 in the tax year 2019 levy.

KPI 6: Resource Management

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District #: Illinois Valley Community College District #513

Contact Person: Ms. Cheryl Roelfsema, VP for Business Services & Finance Phone # 815.224.0419

Project: Building G AHU Replacements

Project Budget: \$674,877 () check * here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc.

and disclose on funding attachment 2

Date October 1, 2019

Application Type (check the appropriate application type and follow instruction):

- Locally Funded New Construction-complete/submit Sections I, II, and III.
- Locally Funded Remodeling-complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling-complete/submit Sections I, II, and III.
- Protection, Health, and Safety-complete/submit Section I and Attachment PHS.
- Capital Renewal Project-complete/submit Section I and the Architect Recommendation Form
- ADA Project-complete/submit Section I, Attachment ADA, and Architect Recommendation Form.

Section I (submit for ALL project approval requests)

- A. Board of Trustees action-attach a copy of the local board’s resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished *(complete the narration section and attach)*.
- C. A detailed description of the project’s programmatic justification *(complete the narration section and attach)*
- D. Board of Trustees approved budget *(use the appropriate format on Attachment #1)*
- E. Funding source *(use the appropriate format on Attachment #2)*

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District’s Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion _____

- B. Submit the new square footage allocation *(use Square Footage Summary Attachment)*
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation *(use Square Footage Summary Attachment)*

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable) _____

Structural Integrity Certification (see attachment, if applicable) _____

Budget Certification (see attachment, always required) _____ X _____

Feasibility Study Identifying Need of the Project _____

Other Documentation which May Support the Justification of this Project _____

We certify that we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above, and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment#2 (Funding Source).

Further, we certify the Board has approved the architect’s recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the **Illinois Valley Community College District No. 513** Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

SCOPE OF WORK

Provide an explanation of the specific work to be performed as part of this project.

The scope of the project includes the following:

- Removal and disposal of three (3) air handlers, three condensing units, hot water coil connections and associated components.
- Removal and disposal of two (2) heating/ventilating air handling units and associated components.
- Installation of three (3) air handling units, three (3) condensing units including replacement of associated piping, valves, coils, water pump and mounts.
- Installation of two (2) heating/ventilating air handling units including replacement of associated piping, valves, water pump and mounts.

Cost Estimates:

Demolition Work	\$15,000.00
Air Handling Unit Work	\$245,000.00
Condensing Unit Work	\$115,000.00
Hot Water Coil & Testing/Balancing Work	\$32,500.00
Heating/Ventilating AHU Work:	\$70,000.00
Temperature Controls Work	<u>\$7,500.00</u>
Sub Total:	\$485,000.00
General Conditions/O & P @ 15%	<u>\$72,750.00</u>
Subtotal:	\$557,750.00
Contingency @ 10%	<u>\$55,775</u>
Total:	\$613,525.00

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing hot water heating/DX cooling air handling units (total of 3) at Building “G” are past the end of their 30 year expected useful life, are starting to require additional maintenance and parts are becoming more difficult to find.

The existing hot water heating and ventilating units serving the locker room areas (total of 2) at Building “G” are past the end of their 30 year expected useful life, are starting to require additional maintenance and parts are becoming more difficult to find.

The College is concerned that failure of the loss of air handling equipment would leave Building “G” without heating and air-conditioning for occupant comfort.

The College would like to replace the air handling units, outdoor condensing units and associated components and reconnect controls to new equipment to ensure comfort levels of students, faculty and staff.

**Attachment #1
Project Budget**

Check One: (LOCALLY FUNDED – other than Protection, Health, and Safety – see below)

- New Construction**
- Remodeling**

Project Name: _____

Budget Amounts

	<u>New Construction</u>	<u>Remodeling</u>
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name: Illinois Valley Community College – Building G AHU Replacements

Budget Amounts

Project Costs	<u>\$ 557,750</u>
Contingency	<u>\$ 55,775</u>
A/E Professional Fees	<u>\$ 61,352</u>
Total	<u>\$ 674,877</u>

Attachment #2 Funding Source

District/College Name: Illinois Valley Community College District #513

Project Name: Building G AHU Replacements

Check the source(s) of funds:

Available Fund Balance
(Including excess funds from
previously approved protection,
health, and safety projects)

_____ Fund name(s): _____

Bond Proceeds
(Including protection, health,
and safety bonds)

_____ Type of bond issuance(s): _____

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

X Tax rate/fiscal year: _____

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILC 805/3-37)

_____ Term of Lending Arrangement in months: _____

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months: _____

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and Address of architect/engineer providing the estimate:

Dominick Demonica, AIA, LEED AP
Demonica Kemper Architects
125 North Halsted Street, Suite 301
Chicago, IL 60661

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my direct supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

October 1, 2019
Date



001-014368
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District #: Illinois Valley Community College District #513

Contact Person: Ms. Cheryl Roelfsema, VP for Business Services & Finance Phone # 815.224.0419

Project: Building F AHU Replacements

Project Budget: \$333,960 () check * here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc.

and disclose on funding attachment 2

Date October 1, 2019

Application Type (check the appropriate application type and follow instruction):

- Locally Funded New Construction-complete/submit Sections I, II, and III.
- Locally Funded Remodeling-complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling-complete/submit Sections I, II, and III.
- Protection, Health, and Safety-complete/submit Section I and Attachment PHS.
- Capital Renewal Project-complete/submit Section I and the Architect Recommendation Form
- ADA Project-complete/submit Section I, Attachment ADA, and Architect Recommendation Form.

Section I (submit for ALL project approval requests)

- A. Board of Trustees action-attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*).
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of Trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	_____ X _____
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	_____

We certify that we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above, and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment#2 (Funding Source).

Further, we certify the Board has approved the architect’s recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the **Illinois Valley Community College District No. 513** Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

SCOPE OF WORK

Provide an explanation of the specific work to be performed as part of this project.

The scope of the project includes the following:

- Removal and disposal of two (2) air handlers, two condensing units, hot water coil connections and associated components.
- Installation of two (2) air handling units, two (2) condensing units including replacement of associated piping, valves, coils, water pump, mounts and related controls.
- Replacement of remaining iNet mechanical controls throughout Building "F" to complete transition to BACnet protocol.

Cost Estimates:

Demolition Work	\$15,000.00
Air Handling Unit Work	\$115,000.00
Condensing Unit Work	\$55,000.00
Hot Water Coil & Testing/Balancing Work	\$15,000.00
Temperature Controls Work:	<u>\$40,000.00</u>
Sub Total:	\$240,000.00
General Conditions/O & P @ 15%	<u>\$36,000.00</u>
Subtotal:	\$276,000.00
Contingency @ 10%	<u>\$27,600.00</u>
Total:	\$303,600.00

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing hot water heating/DX cooling multizone air handling units (total of 2) at Building “F” were installed in 1980. The units are past the end of their 30 year expected useful life, are starting to require additional maintenance and parts are becoming more difficult to find. The College is concerned that failure of the air handling units would leave Building “F” without heating and air-conditioning for occupant comfort. In addition, the iNet protocol building automation components used by the current air handling units are no longer being produced. Component production ceased on December 31, 2013. Conversion to BACnet protocol components is a priority before iNet replacement components are completely sold out.

The College would like to replace the air handling units, outdoor condensing units and associated components and controls to ensure comfort levels of students, faculty and staff.

**Attachment #1
Project Budget**

Check One: (LOCALLY FUNDED – other than Protection, Health, and Safety – see below)

**New Construction
Remodeling**

Project Name: _____

Budget Amounts

	<u>New Construction</u>	<u>Remodeling</u>
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name: Illinois Valley Community College – Building F AHU Replacements

Budget Amounts

Project Costs	\$ 276,000
Contingency	\$ 27,600
A/E Professional Fees	\$ 30,360
Total	\$ 333,960

Attachment #2 Funding Source

District/College Name: Illinois Valley Community College District #513

Project Name: Building F AHU Replacements

Check the source(s) of funds:

Available Fund Balance
(Including excess funds from
previously approved protection,
health, and safety projects)

_____ Fund name(s): _____

Bond Proceeds
(Including protection, health,
and safety bonds)

_____ Type of bond issuance(s): _____

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

X Tax rate/fiscal year: _____

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILC 805/3-37)

_____ Term of Lending Arrangement in months: _____

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months: _____

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and Address of architect/engineer providing the estimate:

Dominick Demonica, AIA, LEED AP
Demonica Kemper Architects
125 North Halsted Street, Suite 301
Chicago, IL 60661

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my direct supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

October 1, 2019
Date



001-014368
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District #: Illinois Valley Community College District #513

Contact Person: Ms. Cheryl Roelfsema, VP for Business Services & Finance Phone # 815.224.0419

Project: Building G Bleacher Replacement

Project Budget: \$314,600 () check * here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc.

and disclose on funding attachment 2

Date October 1, 2019

Application Type (check the appropriate application type and follow instruction):

- Locally Funded New Construction-complete/submit Sections I, II, and III.
- Locally Funded Remodeling-complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling-complete/submit Sections I, II, and III.
- Protection, Health, and Safety-complete/submit Section I and Attachment PHS.
- Capital Renewal Project-complete/submit Section I and the Architect Recommendation Form
- ADA Project-complete/submit Section I, Attachment ADA, and Architect Recommendation Form.

Section I (submit for ALL project approval requests)

- A. Board of Trustees action-attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*).
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of Trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.

Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	_____X_____
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	_____

We certify that we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above, and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment#2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the **Illinois Valley Community College District No. 513** Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

SCOPE OF WORK

Provide an explanation of the specific work to be performed as part of this project.

The scope of the project includes the removal of the existing non-compliant telescoping wood bleachers on the east and west sides of the existing Gymnasium within Building G and replacement with compliant, electrically operated, telescoping, molded plastic bleachers to include aisles and handrails as required to meet code requirements. The bleachers will also include side skirting to prevent individuals from walking below the bleachers.

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing telescoping wood bleachers on the east and west sides of the existing Gymnasium in Building G are original to the building and do not include dedicated walkway aisles / exits with appropriate handrails as required by code. Based on the construction of the existing bleachers, the addition of aisles and handrails is not feasible. As a result, the existing bleachers will need to be replaced in their entirety.

**Attachment #1
Project Budget**

Check One: (LOCALLY FUNDED – other than Protection, Health, and Safety – see below)
New Construction
Remodeling

Project Name: _____

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	<u>Budget Amounts</u>	
	<u>New Construction</u>	<u>Remodeling</u>
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name: Illinois Valley Community College – Building G Bleacher Replacement

	<u>Budget Amounts</u>
Project Costs	<u>\$ 260,000</u>
Contingency	<u>\$ 26,000</u>
A/E Professional Fees	<u>\$ 28,600</u>
Total	<u>\$ 314,600</u>

Attachment #2 Funding Source

District/College Name: Illinois Valley Community College District #513

Project Name: Building G Bleacher Replacement

Check the source(s) of funds:

Available Fund Balance
(Including excess funds from
previously approved protection,
health, and safety projects)

_____ Fund name(s): _____

Bond Proceeds
(Including protection, health,
and safety bonds)

_____ Type of bond issuance(s): _____

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

X Tax rate/fiscal year: _____

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILC 805/3-37)

_____ Term of Lending Arrangement in months: _____

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months: _____

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and Address of architect/engineer providing the estimate:

Dominick Demonica, AIA, LEED AP
Demonica Kemper Architects
125 North Halsted Street, Suite 301
Chicago, IL 60661

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my direct supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

October 1, 2019
Date



001-014368
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District #: Illinois Valley Community College District #513

Contact Person: Ms. Cheryl Roelfsema, VP for Business Services & Finance Phone # 815.224.0419

Project: Building J Exhaust System Upgrades

Project Budget: \$43,833 () check * here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc.

and disclose on funding attachment 2

Date October 1, 2019

Application Type (check the appropriate application type and follow instruction):

- Locally Funded New Construction-complete/submit Sections I, II, and III.
- Locally Funded Remodeling-complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling-complete/submit Sections I, II, and III.
- Protection, Health, and Safety-complete/submit Section I and Attachment PHS.
- Capital Renewal Project-complete/submit Section I and the Architect Recommendation Form
- ADA Project-complete/submit Section I, Attachment ADA, and Architect Recommendation Form.

Section I (submit for ALL project approval requests)

- A. Board of Trustees action-attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*).
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of Trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	_____

We certify that we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above, and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment#2 (Funding Source).

Further, we certify the Board has approved the architect’s recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the **Illinois Valley Community College District No. 513** Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

SCOPE OF WORK

Provide an explanation of the specific work to be performed as part of this project.

The scope of the project includes the following:

- Addition of roof mounted exhaust fan, ductwork and manual controls.
- Modify existing ductwork to install new exhaust system.

Cost Estimates:

Existing Ductwork Modifications	\$10,000.00
Exhaust Fan and associated Ductwork	\$20,000.00
Temperature Controls Work	<u>\$1,500.00</u>
Sub Total:	\$31,500.00
General Conditions/O & P @ 15%	<u>\$4,725.00</u>
Subtotal:	\$36,225.00
Contingency @ 10%	<u>\$3,622.50</u>
Total:	\$39,847.50

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The automotive lab does not have a general exhaust system for the room. Smells from cleaning solutions used to clean engine and transmission parts are migrating to other occupied areas in the facility.

In order to keep the smells from migrating out of the automotive lab, we propose that a new exhaust system be provided to maintain a negative pressure relationship to adjacent spaces. The exhaust fan will be controlled by a wall mounted switch (with pilot light). Exhaust system will only be used when students are cleaning part.

The College would like to add the exhaust fan and associated ductwork, controls and associated components to ensure comfort levels of students, faculty and staff.

**Attachment #1
Project Budget**

Check One: (LOCALLY FUNDED – other than Protection, Health, and Safety – see below)
New Construction
Remodeling

Project Name: _____

Budget Amounts

	<u>New Construction</u>	<u>Remodeling</u>
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name: Illinois Valley Community College – Building J Exhaust System Upgrades

Budget Amounts

Project Costs	\$ 36,225
Contingency	\$ 3,623
A/E Professional Fees	\$ 3,985
Total	\$ 43,833

Attachment #2 Funding Source

District/College Name: Illinois Valley Community College District #513

Project Name: Building J Exhaust System Upgrades

Check the source(s) of funds:

Available Fund Balance
(Including excess funds from
previously approved protection,
health, and safety projects)

___ Fund name(s): _____

Bond Proceeds
(Including protection, health,
and safety bonds)

___ Type of bond issuance(s): _____

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

X Tax rate/fiscal year: _____

Contract for Deed
(ILCS 805/3-36)

___ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILC 805/3-37)

___ Term of Lending Arrangement in months: _____

Lease Agreement
(ILCS 805/3-38)

___ Term of Lease in months: _____

Capital Renewal Funding

___ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and Address of architect/engineer providing the estimate:

**Dominick Demonica, AIA, LEED AP
Demonica Kemper Architects
125 North Halsted Street, Suite 301
Chicago, IL 60661**

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my direct supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

October 1, 2019
Date



001-014368

Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

2019 Tentative Tax Levy

As in past years, in order to maximize the Education Fund and Operations and Maintenance Funds revenues, the 2019 tax levy request is based on an estimated equalized assessed valuation (EAV) of \$3,433,880,000 a 4.99 percent increase from tax year 2018's EAV. The levy request is \$12,506,300, a 4.65 percent increase from the actual tax year 2018 tax extension. This increase will not require a public notice and public hearing.

The levy request is based on the following rates and amounts:

Fund	Tax Rate	Tax Levy
Education	.1300	\$4,464,000
Operations & Maintenance	.0400	1,373,600
Additional Tax	.1180	4,052,000
Social Security & Medicare	.0058	200,000
Protection, Health & Safety	.0398	1,367,270
Tort immunity	.0295	1,011,200
Audit	.0011	38,100
Totals	<u>.3642</u>	<u>\$12,506,300</u>

The Education and Operations and Maintenance levies are at the maximum rates of .13 and .04, respectively. The Additional Tax rate decreased from .1212 to .1205, however, the administration is recommending a levy at the lesser rate of .1180. The Additional Tax is used exclusively for educational purposes.

The estimated tax rate is .3642, a decrease of slightly less than one percent.

Recommendation:

The administration recommends the Board adopt the Resolution approving a Tentative Tax Levy and Tentative Certificate of Tax Levy, as presented.

KPI 6: Resource Management

RESOLUTION APPROVING A TENTATIVE TAX LEVY

RESOLUTION

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

SECTION 1: That the following amounts of money, as indicated on the Tentative Certificate of Tax Levy hereto attached and made a part hereof, must be raised for the various purposes as in said Tentative Certificate of Tax Levy and that the levy for the year 2019 be allocated 50 percent for FY 2020 and 50 percent for FY 2021.

SECTION 2: That the Chairperson and Secretary are hereby authorized and directed to sign said Tentative Certificate and related documents.

APPROVED this 14th day of November, 2019.

Chairperson, Board of Trustees

ATTEST:

Secretary, Board of Trustees

TENTATIVE CERTIFICATE OF TAX LEVY

Community College District No. 513 Counties LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy & Livingston

Community College District Name Illinois Valley Community College and State of Illinois

We hereby certify that we require:

- the sum of \$ 4,464,000 to be levied as a tax for educational purposes(110 ILCS 805/3-1), and
- the sum of \$ 1,373,600 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 4,052,000 to be levied as an additional tax for educational purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 1,011,200 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 10/9-107), and
- the sum of \$ 200,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 38,100 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 1,367,270 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01),and
- the sum of \$ -0- to be levied as a special tax for (specify) _____ purposes, on the taxable property of our community college district for the year 20 ____.

Signed this 14th day of November, 2019

Chair of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 0.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December .

(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 513 County(ies) of _____ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2018 was filed in the office of the County Clerk of this county on _____, 2019.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2019 is \$ _____.

Date

County Clerk and County

Minimum Wage Increase

In February 2019, Governor JB Pritzker signed into law Public Act 101-0001 “Lifting Up Illinois Working Families Act,” which raised the state’s minimum wage incrementally to \$15 per hour by 2025.

The increments are as follows:

January 1, 2020	\$ 9.25
July 1, 2020	10.00
January 1, 2021	11.00
January 1, 2022	12.00
January 1, 2023	13.00
January 1, 2024	14.00
January 1, 2025	15.00

For the first increment only student workers at IVCC will be affected as all other employees are paid more than \$10.00 per hour. As of October 26, 2019, IVCC has 68 student workers that work approximately 20 hours per week. The minimum wage increase will increase payroll costs approximately \$1,350 per week. During the summer months there are fewer student workers.

Recommendation:

The administration seeks approval to increase student worker wages to \$9.25 per hour by Public Act 101-0001 effective January 2020.

- KPI 3: Support for Students
- KPI 4: Support for Employees

Bid Results –Phase I Agriculture Complex

On October 10, 2019, bids were received and opened from general contractors for Phase I of the Agriculture Complex to construct an agriculture program equipment storage building:

Contractor	Base Bid 60 x 100 Metal Building	Alternate #1 Wall & Roof Insulation	Alternate #2 8' Metal Interior Wall Panel	Total
Vissering Construction	\$477,000	26,800	17,300	\$521,100
Tri-State Enterprises	\$552,786	55,000	12,500	\$620,286

On October 3, 2019, bids were received and opened from electrical contractors for Phase I of the Agriculture Complex to construct an agriculture program equipment storage building:

Contractor	Base Bid
JB Contracting Corporation	\$63,653
Ficek Electric & Communication Systems, Inc.	\$67,280
Ruyle Mechanical Services Inc.	\$88,900

The Capital Development Board has found the lower bidder for both trades to be responsive:

Vissering Construction	\$521,100
JB Contracting Corporation	<u>63,653</u>
Contractor Total	\$584,753
Plus a 5 percent contingency	<u>29,237</u>
Total	<u>\$613,990</u>

Recommendation:

The administration recommends the Board accept the bids from Vissering Construction for \$521,100 and JB Contracting Corporation for \$63,653 for the construction of an agriculture program equipment storage building.

KPI 6: Resource Management

Bid Results –Full-Sized 4 x 4 Utility Vehicle

Bids were received and publicly opened on October 30, 2019 for a full-sized 4 x 4 Utility Vehicle with a hard cab and specified accessories. The bid included a trade-in of one (1) 2012 Polaris Ranger 800XP 2200 utility vehicle currently owned by the College, which is deteriorating in condition. A summary of the bids received is below.

Bidder	Polaris Utility Vehicle With Hard Cab and Accessories	Trade In	Total Net Cost to College (Total Less Trade In)
German-Bliss Princeville, IL	\$ 19,850.00 2020 Ranger 1000	\$ 2,500.00	\$ 17,350.00
Talty Polaris, Inc. Streator, IL	\$ 21,616.66 2020 Ranger 1000	\$ 2,000.00	\$ 19,616.66
Talty Polaris, Inc. Streator, IL	\$ 23,140.06 2020 Ranger XP 1000	\$ 2,000.00	\$ 21,140.06

Recommendation:

The administration recommends the Board accept the bid from German-Bliss Equipment, Princeville, Illinois, as the lowest, most responsible bid for a Full-Sized 4 x 4 Utility Vehicle in the amount of \$17,350.00.

KPI 6: Resource Management

Transfer of Funds – Capital Development Board Trust Account

In September 2018, the Capital Development Board (CDB) approved Project #810-046-018 for construction of an agriculture program equipment storage building. The CDB approved \$164,790 in deferred maintenance funds with a match from the College for the remaining costs. In late May 2019 the Illinois Department of Commerce and Economic Development (DCEO) also appropriated \$150,000 for this project.

Total Project Costs:

Construction Costs with alternate bids	\$584,753
5 percent contingency	29,237
A&E Fees	<u>77,900</u>
Total	\$691,890

The administration is requesting IVCC Board authorization to transfer an additional \$66,190 to the Capital Development Board trust account bringing the total to \$527,100. The additional monies will come from the DCEO appropriations.

Recommendation:

The administration recommends Board approval to transfer \$66,190 to the Capital Development Board trust account at Midland States Bank to cover anticipated construction costs for Project No. 810-046-018.

KPI 6: Resource Management

Board Policies

Two Board Policies proposed for revision were reviewed by the Board Planning Committee at a meeting on October 23, 2019. The following revised Board Policies are presented for Board review and consideration.

Revised Board Policies:

- 1.21 Policy Formulation and Adoption
- 5.1 Institutional Planning

Recommendation:

The administration recommends the Board approve the changes to the Board Policies, as presented.

KPI 5: District Population Served

Illinois Valley Community College Board Policy

Subject: **Policy Formulation and Adoption**
Number: **1.21**

Effective Date: 2/25/10
Last Reviewed: ~~2/25/10~~ 10/23/19
Last Revised: 2/25/10

One of the primary functions of the Illinois Valley Community College Board of Trustees is the formulation and adoption of policy which serves as guiding principles for College employees. Therefore, the Board of Trustees will maintain a policy manual and prescribe procedures for the amendment, repeal and development of policy.

Amendment, Repeal and Adoption

The policy manual of the Board may be amended, repealed or added to upon a motion made in writing for that purpose by any member of the Board. Any amendment, repeal or addition to the Board Policy Manual shall ***be presented to the Board Planning Committee first before being presented to the full Board for consideration. stand for reading at two regularly scheduled meetings of the Board. At the second reading, a quorum of the Board shall be required for the adoption of any amendment, alteration, repeal or addition to the Board Policy Manual.***

Policy Dissemination

The President of the College shall establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board of Trustees. Further, when a policy is under consideration, the President of the College shall post policies under consideration in a place which is accessible to the general public. Accessibility is to extend to all employees of the College, members of the Board, and to persons throughout the College district.

Illinois Valley Community College Board Policy

Subject: **Institutional Planning**

Effective Date: 1/17/12

Number: **5.1**

Last Reviewed: ~~4/14/16~~ 10/23/19

5/3/19

Last Revised: 1/17/12

It is the policy of the Board of Trustees of Illinois Valley Community College to recognize the importance of institutional planning.

All major institutional decisions continue to be based on an on-going process of short-range and long-range planning that involves the Board of Trustees and all College constituents. The educational philosophy of the College, its stated objectives, its educational programs, and all proposals concerning budgeting, staffing, programming, and developing the campus are continuously and systematically reviewed before the Board of Trustees authorizes definitive action.

Responsibility for guiding institutional planning lays in the President's office. The President enlists the assistance of all staff, faculty, students, and community advisory *committees* ~~—see link to Strategic Plan Flowchart on next page—~~.

IVCC leaders set direction through formal, interrelated planning processes and through the formal committee structure. Formal planning processes include strategic planning, *academic planning*, financial planning (Budget Council), technology planning (Information Technology [IT] Strategic Plan), and Master Planning (facilities). The strategic planning process (*SPP*) sets goals for a *three-five*-year period of time. Annually, departments will *consider-align* these goals *as they prepare with their annual plans and* operating budgets ~~to fund activities to meet the objectives and goals~~. The College's Budget Council determines funding for initiatives ~~to that~~ meet the goals set out in the *SPP strategic and annual plans*. The College updates *the academic plan every three years*. ~~†~~The facilities Master Plan *is updated* every five years to anticipate additional facilities and infrastructure needed to carry out the Mission, Vision, and Core Values. The IT Strategic Plan is updated annually to align the technology needs of the College with the strategic planning and budgeting processes. The Board of Trustees approves the strategic plan and the facilities Master Plan as well as the annual operating budgets ~~and IT Strategic Plan~~.

IVCC's committee structure, led by the Strategic Leadership and Planning Council (*SLPC*), also provides leadership through a shared governance model aligned with the Mission, Vision, and Core Values. *Membership on committees and associated teams includes representation from administration, faculty, and support staff, with standing members and rotating membership terms. Committee chairs review or establish their charges within the context of the Mission, Vision, and Core Values and report the committees' progress. In addition to shepherding the*

strategic planning process, SLPC reviews department annual plans for alignment with the College's goals and objectives.

~~Membership on committees and associated teams includes representation from administration, faculty, and support staff, with standing members and rotating membership terms. Committee chairs review or establish the charge within the context of the Mission, Vision, and Core Values and report the committees' progress.~~

IVCC's planning process includes a commitment to examine the feasibility of joint ventures with other education, business, government, and community-based agencies in order to promote the most effective utilization of available resources. Broad-based institutional planning necessitates local reliance on the Illinois Community College Board to gather and disseminate pertinent information about all colleges in the statewide system.

IVCC believes that systematic evaluation is essential to effective institutional planning.

Strategic Plan Flowchart Revised 10-07-10.pdf



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

September 20, 2019

Dr. Jerry Corcoran, President
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

Dear President Corcoran:

Enclosed is a Certificate of Recognition attesting to the fact that Illinois Valley Community College has been “recognized” by the Illinois Community College Board in accordance with the provisions of Section 2-15 of the *Public Community College Act*. This status is granted to districts which meet ICCB standards and affirms the district’s eligibility to receive state grants appropriated to the ICCB.

Please note this certificate is effective through September 2024, unless otherwise notified.

Sincerely,

Dr. Brian Durham,
Executive Director

Enclosure



CERTIFICATE OF RECOGNITION

*This certifies that
under the jurisdiction of the
Board of Community College District No. 513*

ILLINOIS VALLEY COMMUNITY COLLEGE

*is an officially recognized community college district.
This Certificate of Recognition is issued as evidence
that the educational program of the district meets
the criteria and standards prescribed by the
Illinois Community College Board*

Issued at Springfield, Illinois on
September 20, 2019

Chair
Illinois Community College Board

Certificate Effective Through
September 30, 2024

Executive Director
Illinois Community College Board



HIGHER LEARNING COMMISSION

230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411
312.263.0456 | 800.621.7440
Fax: 312.263.7462 | hlcommission.org

October 24, 2019

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

Dear President Corcoran:

This letter serves as formal notification and official record of action taken concerning Illinois Valley Community College by the Institutional Actions Council of the Higher Learning Commission at its meeting on October 22, 2019. The date of this action constitutes the effective date of the institution's new status with HLC.

Action. IAC approved Illinois Valley Community College's request for the certificate, Medical Assistant.

In two weeks, this action will be added to the *Institutional Status and Requirements (ISR) Report*, a resource for Accreditation Liaison Officers to review and manage information regarding the institution's accreditation relationship. Accreditation Liaison Officers may request the ISR Report on HLC's website at <https://www.hlcommission.org/isr-request>.

Within the next 30 days, HLC will also publish information about this action on its website at <https://www.hlcommission.org/Student-Resources/recent-actions.html>.

If you have any questions about these documents after viewing them, please contact the institution's staff liaison John Marr. Your cooperation in this matter is appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Gellman-Danley".

Barbara Gellman-Danley
President

CC: ALO

Illinois Valley Community College Board Policy

Subject: Business Travel, Conference and Meeting Expenses	Effective Date: 10/19/10
	Last Reviewed: 10/19/10
Number: 3.4	Last Revised: 10/19/10

Illinois Valley Community College will reimburse college employees and students for official college travel. Reimbursements will be for official college events or meetings of state and national associations which conduct educational programs in the disciplines and professions associated with community college programs and operations. Further, the College will reimburse employees for attendance at routine business meetings of the Illinois Community College Board, the Illinois Board of Higher Education, the General Assembly and executive branch agencies which may be conducting business which may affect Illinois Valley Community College.

Illinois Valley Community College Administrative Procedure

Subject: Business Travel, Conference and Meeting Expense	Effective Date: 10/19/10
	Last Reviewed: 08/17/17
Number: 3.4	Last Revised: 10/01/18 10/1/19

Application for Travel

An application for travel form must be completed and approved in advance for all travel. Prior approval signatures should be on the appropriate lines on the left side of the form. Approval signatures are required per the following guidelines:

Travel cost of \$500 or less – two signatures – traveler and immediate supervisor.

Travel cost of \$500 - \$1,999 – three signatures – traveler, immediate supervisor and appropriate VP or President.

Travel cost of \$2,000 or more – four signatures – traveler, immediate supervisor and two VPs or one VP and President.

After the trip is complete, the same set of approval signatures should be on the appropriate lines on the right side of the form. Whenever a travel request is initiated, it must be completed whether expenses, as a result of the travel, are incurred or not.

If the travel expenses exceed any of the maximum amounts allowed under this policy, the travel expenses must be approved by a roll-call during an open meeting of the Board of Trustees.

If the travel is for a conference or professional development activity, a written summary of what was gained by the experience should be delivered to the appropriate supervisor along with the request for reimbursement.

All out of state travel requests must include a rationale explaining what the employee will gain from the experience. The President's approval signature is required for out of state travel requests.

WHITE COPY - hold until travel is complete, then fill in the column "Itemized Expenses" and submit for approval. After payment is made, the white copy is filed in the accounts payable files.

YELLOW COPY - returned to traveler

PINK COPY - if an advance check is required (registration fees, airfare, cash advance) forward pink copy to the Accounting Office. Also attach documentation for the registration fees and airfare. If no advance is required, send pink copy to Accounting with appropriate signatures and keep white copy until travel is completed and forward for approvals then to the Accounting office.

Any travel forms submitted to the accounting office by Monday at 4:30 p.m. will be paid the following Thursday. Per IRS regulations, any expenses for reimbursement submitted 60 days after the expenses have been incurred will be taxable to the employee.

Travel Expenditures

All official college travel must be supported by receipts for actual expenditures, and all expenses must be itemized for reimbursement on the travel form. Itemizing will include all dollar expenditures, participants involved and the function or purpose of the meeting. Cash advances may be issued for anticipated costs of at least \$100. Lesser expenses will be handled on a reimbursement-by-receipt basis.

Mileage Reimbursement

To qualify for mileage reimbursement for use of a personal vehicle, employees must comply with the vehicle use administrative procedure. Proof of vehicle insurance (copy of insurance card) must be submitted with the application to travel form prior to travel.

Mileage reimbursement may be taxable if travel originates at the employee's home rather than workplace. Employees are encouraged to consult the College Controller with questions about taxable reimbursement.

Reimbursement for personal vehicle use will be at the Board approved rate.

Commercial Travel

Commercial travel shall be reimbursed at actual cost. All receipts for air, bus, rail or other travel must be submitted with the official college travel form in order to claim reimbursement. All travel will be at coach rates.

Lodging

Reimbursement for lodging shall cover actual room cost for a standard room. If a double room is used, the individual will reimburse the college for the difference between single and double room costs. Receipts for all lodging must be submitted with the travel form in order to claim reimbursement.

Meals

Meals will be reimbursed for only those consumed while actually traveling on college business. Itemized receipts for all meals consumed while actually traveling must be attached to the travel form in order to claim reimbursement. Meal reimbursement will be the actual cost up to a maximum of \$35 per day including gratuities for non-metropolitan areas (e.g. Springfield, IL) and a maximum of \$45 per day including gratuities for metropolitan areas (e.g. Chicago).

No reimbursement will be made for alcoholic beverages.

Phone Calls

Only personal phone calls of five minutes or less will be reimbursed, as long as the call is to provide notice of safe arrival, change in schedule, etc. Necessary business calls are permitted.

Tours and Social Activities

No reimbursement will be made for tours, social activities, or entertainment.

PERMISSIBLE TRAVEL EXPENSES

The maximum reimbursable rates for travel are set forth as follows:

Maximum Reimbursable Rates for Transportation	
Air Travel	Lowest reasonable rate (coach)
Auto	IRS Standard Mileage Rate at time of reimbursement (e.g. \$0.58 / mile for 2019)
Rental Car	Lowest reasonable rate (midsize)
Rail or Bus	Lowest reasonable rate and cost shall not exceed Air Travel
Taxi, Shuttle, Rideshare, or Public Transportation	Actual reasonable rate

Maximum Reimbursable Rates for Meals	
Per Day - nonmetropolitan	\$35.00
Per Day – metropolitan (Chicago)	\$45.00

Maximum Reimbursable Rates for Lodging – 2019 2020 rates per IRS (as of 10/1/18-10/1/19)	
Chicago, Suburban Cook County, <i>and Lake County</i>	\$223.00 \$229.00 / night
DuPage County	\$113.00 \$114.00 / night
St. Clair County (St. Louis area)	\$133.00 \$135.00 / night
Will County	\$102.00 \$106.00 / night
All other Illinois Counties	\$94.00 \$96.00 / night
Outside of Illinois	\$223.00 \$229.00 / night or as approved by the Board

Official Functions

The College will support the cost of official functions which are conducted for the primary purpose of carrying out the business of the college. The college President and/or the appropriate Vice President shall, in advance, approve all expenditures for meals and other official functions. Authorized expenditures are categorized as follows:

1. Official college committees and advisory groups meeting outside of normal work hours
2. Official external committees, advisory groups and guests providing services and/or advice and counsel to the college
3. College receptions, honors and award activities
4. Faculty and staff development, in-service and training functions
5. College-sponsored student functions
6. Official functions of the Board of Trustees.

TRAVEL OBJECT CODES

- 55111 Admin/Staff - Conference/Meeting** (Registration Fees for Conference or Meeting)
- 55211 Admin/Staff - Travel/In State** (Mileage, Hotel, Meals, Parking, Shuttles, etc.)
- 55311 Admin/Staff - Travel/Out of State** (Mileage, Train, Airfare, Hotel, Meals, Parking, Shuttles, etc.)
- 55112 Instructional - Conference/Meeting** (Registration Fees for Conference or Meeting)
- 55210 Extension Site Mileage**
- 55212 Instructional - Travel/In State** (Mileage, Hotel, Meals, Parking, Shuttles, etc.)
- 55312 Instructional - Travel/Out of State** (Mileage, Train, Airfare, Hotel, Meals, Parking, Shuttles, etc.)

OCT 21 2019

Form 21GECC
(October 2018)

Illinois Community College Board
Application for Reasonable and Moderate Extension
Submit one hard copy

COLLEGE NAME:	Illinois Valley Community College	5-DIGIT COLLEGE NUMBER:	51301
CONTACT PERSON:	Bonnie Campbell	PHONE:	815-224-0408
EMAIL:	bonnie_campbell@lvcc.edu	FAX:	815-224-3033
PROPOSED REASONABLE AND MODERATE EXTENSION TITLE: General Education Core Curriculum (GECC) Credential			
CREDIT HOURS: 37-41	Degree Type: 53	PCS/CIP: 1.1/24.0101	
EXISTING PARENT PROGRAM TITLE: Associate in Arts degree			
Parent PREFIX: AA	Parent NUMBER: 1015 ✓ 1.1/24.0101		

Please attach the following items:

- Admissions:** Describe admissions requirements of the program, demonstrating that state standards for admission to all transfer programs (PA 86-0954) are being met.
- Catalog Description:** Provide a description of the program as it will appear in the college catalog. Description must include a statement indicating clearly to students this credential represents completion of the General Education Core Curriculum (GECC) as a part of a transferrable degree and is not a workforce certificate nor industry-recognized credential.
- Curriculum:** In accordance with Section 1501.301 and 309 of the ICCB System Rules, a General Education Core Curriculum (GECC) credential may be awarded to a student upon completion of 37-41 credit hours across five academic disciplines which satisfy the General Education Core Curriculum of the Illinois Articulation Initiative (IAI). Provide a description of how the college will verify curricular requirements are being met and students have completed all necessary GECC requirements.
- Courses:** Complete the attached Course Documentation Table, providing information on the courses which will fulfill the requirements to be awarded the GECC credential.
- Information for the ICCB Curriculum Master File:** Provide a completed, signed and dated Form 22 (in duplicate) with this application.

VERIFICATION	
SIGNED	<i>[Signature]</i> OCT. 16, 2019
Required- Chief Administrative Officer Signature	Date

ICCB USE ONLY:	
REVIEWED BY:	<i>[Signature]</i> Date: 10/28/19
APPROVED BY:	<i>[Signature]</i> Date: 10/31/19

Form 22
(September 2013)

Illinois Community College Board
CURRICULUM/ADDITION/WITHDRAW/CHANGE
TO THE CURRICULUM MASTER FILE
(Submit in Duplicate)

AA/1015

Illinois Community College Board
OCT 21 2019

COLLEGE NAME: Illinois Valley Community College		5-DIGIT COLLEGE NUMBER: 51301	
Curriculum Action Desired			
Add <input checked="" type="checkbox"/>	Prefix/Number Change <input type="checkbox"/>	Other Change <input type="checkbox"/>	Inactivate <input type="checkbox"/> Reactivate <input type="checkbox"/> Withdraw <input type="checkbox"/>
CURRENT CURRICULUM PREFIX		CURRENT CURRICULUM #	
NEW CURRICULUM PREFIX: GECC		NEW CURRICULUM #: 1016	
CURRICULUM TITLE: GECC Credential		Dept. of Corr. (DOC) <input type="checkbox"/>	
		"Is curriculum offered only in an online format?" Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<i>(title cannot exceed 36 characters including spaces and punctuation)</i>			
CURRICULUM PCS/CIP: 1.1/24.0101 ✓	MINIMUM CREDIT HOURS: 37-41 ✓		
<i>Please note: If the college is revising the total number of credit hours for this curriculum indicate whether this revision changes the requirements for program completion. Such changes may be subject to ICCB approval.</i>			
EFFECTIVE DATE: 1/1/2020 10/31/19			
SIGNATURE: <i>Ronnie Campbell</i> College Official Responsible	DATE: 10-16-19		
Degree or Certificate Type: 53 ✓			
01- AA (Associate in Arts) 1.1		19 - Course Enrollee Classification categories 1.1 and 1.2	
02- AS (Associate in Science) 1.1		20 - Occupational Certificate of 30 to 50 semester hours 1.2	
03 - AAS (Associate in Applied Science) 1.2		30 - Occupational Certificate of less than 30 semester hours 1.2	
04 - AGS, ALS and AGE (General Studies Degree) 1.0		50 - AFA (Associate in Fine Arts) 1.1	
11 - Developmental Studies or Basic Skills (1.4, 1.7, 1.8 and 1.9)		51 - AES Associate in Engineering Science) 1.1	
		52 - AAT (Associate in Arts Teaching) 1.1	
ICCB Use Only: STATUS	A - Active <input checked="" type="checkbox"/>	W - Withdraw <input type="checkbox"/>	I - Inactivate <input type="checkbox"/>
APPROVAL METHOD:	N-NEW <input type="checkbox"/>	T-TEMP <input type="checkbox"/>	P-PRMT <input type="checkbox"/> E-EXT <input checked="" type="checkbox"/>
Temporary Approval Date:	Program Review Date:		NUM: <input type="checkbox"/>
Permanent Approval Date: 10/31/19			Illinois Community College Board
Processed by: <i>thh</i>	On: 10/31/19	Record Updated By: <i>T.B.</i>	on OCT 31 2019

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**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President
From: Deborah Anderson, Ph.D., Vice-President for Academic Affairs *da*
Date: October 17, 2019
Subject: Dr. Jean Forst Tenure Recommendation

Typically, faculty are awarded tenure by the Board of Trustees at the February Board meeting; faculty who began full-time employment in August of 2017, will be presented for approval of tenure in February 2020. This year, we have one exception to this timeline.

Dr. Jean Forst began her faculty employment as a English/Reading Instructor in January of 2017. She is, therefore, eligible for tenure in January 2020. Rather than having two tenure award and celebratory events for small numbers of faculty each time, the administration prefers to award and celebrate tenure achievements as per past practice in March.

It is customary that each individual eligible for tenure present his/her portfolio to the Dean, Associate Vice President, and Vice President prior to the presentation to the Board to gain administrative approval and feedback to strengthen the portfolio and assure it accurately represents the faculty member's accomplishments.

To confirm that Dr. Forst met all requirements prior to her eligibility date, she met with Dr. Anderson and Dr. Schiffman for the initial presentation of her portfolio on October 11, 2019. In addition to evaluation documents, letters of recommendation, student course feedback, professional development, community service, and examples of contributions to the institution, Dr. Forst's portfolio included artifacts from her classroom as evidence of student learning. Dr. Schiffman and Dr. Anderson were in unanimous agreement that she met the requirements for tenure outlined in the IVCC Guidelines for Non-tenured Faculty Evaluation System.

We look forward to Dr. Forst sharing her portfolio and celebrating her success with the Board of Trustees at the February 2020 meeting.

STATE OF ILLINOIS
JB PRITZKER, GOVERNOR



Jim Underwood, Executive Director

BOARD MEMBERS

October 8, 2019

Eileen Rhodes
Chair

ESI Consultants Ltd. (30349)
1979 N Mill St., #100
Naperville, IL 60563
abryant@esiltd.com

Glyn M. Ramage

Pam McDonough

Re: CDB Project No.: 810-046-019
Replace Roads and Parking Lots
Illinois Community College Board
Illinois Valley Community College, Oglesby, LaSalle County

Martesha Brown

David Arenas

Beverly Potts

The Capital Development Board (CDB) is pleased to notify you of the intent to award to your firm the above project. Your contract for this project will be negotiated under CDB's centralized fee negotiation process. The Project Manager, Steve Halm, (815/433-7120), will be contacting you regarding the project orientation/fee negotiation meeting.

Wm. G. Stratton Building
401 South Spring Street
Third Floor
Springfield, Illinois
62706-4050

Project Information:

Estimated Total Project Cost:	\$ 900,000
Project Fee Classification:	Group III R
Prof. Liability Insurance Required:	\$ 250,000

James R. Thompson Center
100 West Randolph Street
Suite 14-600
Chicago, Illinois
60601-3283

Project Scope: The scope of work provides for repairing approximately 140,000 square feet of roadways, parking lots, curbs, gutters and walkways between lots.

Dunn-Richmond Economic
Development Center
1740 Innovation Drive
Suite 258
Carbondale, Illinois
62903-6102

There are no MBE/WBE/VBE goals applied to the A/E team, but participation is encouraged.

The CDB documents below will be necessary for your use to prepare for this meeting. Please visit our website at www.illinois.gov/cdb and click on Reference Library to print the most current edition of the following manuals:

IDOT District 3 Headquarters
700 East Norris Drive
Second Floor
Ottawa, Illinois
61350-0697

Centralized Fee Negotiation Professional Services and Fees Handbook (March 2009)
Standard Documents for Construction (March 2009); and, current Supplement
Design and Construction Manual (March 2009); and, current Supplement

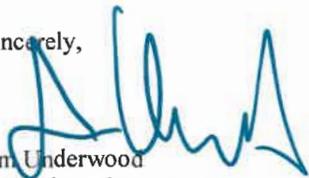
East St. Louis
Community College Center
601 James R. Thompson Blvd.
Building B, Suite 1025
East St. Louis, Illinois
62201-1129

To ensure timely delivery of this project, the CDB requires that, in addition to your firm's project manager and any consultants, the orientation/fee negotiation meeting shall include attendance by a person authorized to make scheduling and financial commitments for the firm.

Please note that any consultants employed by you on this project must be as presented on your CDB 255 Form and, if performing design services regulated by the Department of Professional Regulation, must be prequalified with the CDB prior to execution of your contract. We look forward to working with you on the timely and successful completion of this project.

217.782.2864
217.524.0565 FAX
217.524.4449 TTD
www.illinois.gov/cdb

Sincerely,


Jim Underwood
Executive Director

cc: Cheryl Roelfsema, Illinois Community College Board	Steve Halm, Project Manager
Kyle Beachy, Contract Executive	Ron Wright, Administrator
Erin Eoff, Program Analyst	Central Files
Kim Young	



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran
From: Cheryl Roelfsema *CR*
Date: November 6, 2019
Subject: Ottawa Route 71 TIF Agreement Revision

In December 2018 the Board of Trustees approved a revised Intergovernmental Agreement (IGA) with the City of Ottawa for reimbursements from the new Ottawa Rt 71 TIF District. Since then, attorneys for the City have recommended three other nonsubstantive revisions prior to asking the City Council to sign the agreement. Please see the attached revised IGA which was modified as follows:

1. Item #6 on page 1 to reflect that the TIF District has been adopted;
2. Section I.A on page 2 to reflect the appropriate percentage and further except the modifications of I.A. 1 and 2. where applicable; and
3. Updated Exhibits A (Rt 6 Surplus Parcels) and Exhibit B (Ottawa Industrial Park Excluded Parcels) where applicable.

The previous language would have included some parcels in more than one category for reimbursement which was not the original intent.

I would recommend approval of the revised agreement.

**OTTAWA ROUTE 71 TIF DISTRICT
INTERGOVERNMENTAL AGREEMENT**

by and between

**THE CITY OF OTTAWA, ILLINOIS
and**

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

This Intergovernmental Agreement is entered into by and between the City of Ottawa, an Illinois Municipal Corporation, and Illinois Valley Community College District No.513, an Illinois Community College District, pursuant to the 1970 Illinois Constitution and Illinois Revised Statutes.

In consideration of their mutual promises, the Parties hereto agree as follows:

1. The City of Ottawa ("City") is an Illinois Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.
2. The Illinois Valley Community College District No. 513 ("Community College District") is an Illinois Community College District organized under the Statutes of the State of Illinois.
3. The 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes 2009, Ch. 5 Section 220/1 et seq. provide legal authority for intergovernmental privileges and authority to be enjoyed jointly by counties and municipalities as well as other public bodies politic.
4. Pursuant to Section 65 ILCS 5/8-1-2.5 of the Illinois Municipal Code, the Corporate Authorities of the City may appropriate and expend funds for economic development purposes, including, without limitation, the making of grants to any other governmental entity or commercial enterprise that are deemed necessary or desirable for the promotion of economic development within the municipality.
5. The Tax Increment Allocation Redevelopment Act ("TIF Act"), Illinois Compiled Statutes, 2009, as amended, Ch. 65 Section 5/11-74.4-1 et seq. authorizes a municipality to enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan and project.
6. The City has proposed to adopt a Redevelopment Plan and Projects and to designate a Redevelopment Area pursuant to the TIF Act for the Ottawa Route 71 TIF District ("TIF District") which is an area located in the Community College District and which may impact growth of the Community College District's tax base.

7. The City has determined that it wishes to reduce the potential negative impact on the real estate tax base of the Community College District caused by the creation of the TIF District.
8. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10 and Chapter 65 Section 5/11-74.4-4(b) of the TIF Act.
9. The City agrees to exercise its authority under Section 5/11-74.4-3(q)(7) of the TIF Act to reduce the negative impact on the real estate base of the Community College District from the establishment of the TIF District by reimbursing, certain capital costs incurred in furtherance of the objectives of the TIF District Redevelopment Plan and Projects as described below.
10. The Community College District shall use any payments received pursuant to Section 5/11-74.4-3(q)(7) for reimbursement of capital and equipment expenditures as allowed by law.
11. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10 and Chapter 65 Section 5/11-74.4-4(b) of the TIF Act.

NOW, THEREFORE, the Parties agree to implement these policies as follows:

I. REIMBURSEMENT

A. REIMBURSEMENT CALCULATION

Each year during the term of this Agreement, the City agrees to reimburse to the Community College District from the Special Tax Allocation Fund a sum equal to **three percent (3%)** of the annual gross real estate tax increment created by any development or increase in equalized assessed valuation within the TIF District, for expenditures of capital costs and job training, advanced vocational education and other career education purposes, as set for in the TIF Act.

1. Surplus Designation Areas: Notwithstanding anything contained herein to the contrary, the City agrees to annually declare a One Hundred percent (100%) surplus, pursuant to the TIF Act, on all of the parcels with a fully completed and assessed building value or with a fully completed and assessed parking lot value as of 12/31/14, that are being removed from the Route 6 East TIF District and being included in this TIF District, hereinafter the "Surplus Parcels" such parcels identified on the attached *Exhibit A*.
2. Exclusion: Notwithstanding anything contained to the contrary herein, the parties agree that any real estate tax increment generated by those parcels that were a part of the Ottawa Industrial Park TIF District, and those parcels to be annexed adjacent to said parcels, hereinafter the "Excluded Parcels" identified on the attached *Exhibit B*, shall not be subject to this Agreement and that the School District shall not receive any reimbursement of real

estate tax increment generated from those parcels of land.

B. TAX INCREMENT

The Parties agree that the LaSalle County Clerk will provide to the Parties the actual annual gross real estate tax increment generated within the TIF District and within the boundaries of the Community College District and report such increment to the Parties.

C. IMPACT FEE

The City will pay the sum described in Paragraph A above to the Community College District from the Special Tax Allocation Fund as an impact fee to be used for capital costs and job training, advanced vocational education and other career education purposes, pursuant to current Section 4-3(q)(7) and (10) of the TIF Act, and the Community College District shall provide the City with a list of the expenditures annually.

D. ACCOUNTING

If a refund or reimbursement of real estate tax increment (including any statutory interest thereon) is potentially due from the City's Special Tax Allocation Fund for any reason including, but not limited to any tax objection, assessment challenge or formal appeal to the Illinois Property Tax Appeal Board (PTAB), issuance of a certificate of error or any other similar action, including any appeals therefrom for any property located within the TIF District, the City may at its sole discretion withhold the Community College District's share of any such refund or reimbursement from payments due the Community College District under this Agreement until the time such action is resolved.

Any funds withheld by the City under this *Section* shall be deposited by it into a separate interest bearing bank account. Upon final determination of the assessed value of the parcel or parcels, the City shall pay to the Community College District the principal amount due, if any, under this Agreement as recalculated. The City shall be entitled to retain any interest earned on the account as partial payment for the administration of the account due to the delay of the determination of the final evaluation and recalculation of the benefits due to the Community College District under this Agreement.

If it appears to the City that it will be unable to recover the Community College District's share of any such refund from remaining future reimbursements due the Community College District under this Agreement, then the Community College District shall reimburse the City for its remaining unpaid share of such refund (including any accrued statutory interest thereon) within thirty (30) days upon receiving written demand of the same from the City.

Notwithstanding anything in this Agreement to the contrary, the obligations contained in this *Section* shall remain in effect for the life of the TIF District. Furthermore, the obligations set forth in this *Section* shall survive the expiration of the TIF District if a tax objection or other such action taken by a property owner is pending prior to the expiration of the TIF District and shall continue until final disposition of such action.

E. REIMBURSEMENT TIMING

The City shall pay the sum determined above to the Community College District within sixty (60) days of the City's receipt of the real estate tax increment generated as a preference and in the same proportions as actually received by the City provided that the Community College District has filed with the City a list of eligible project costs equal to or exceeding the calculated sum to be paid to the Community College District under the terms of this Agreement.

II. GENERAL

Binding Effect:

This Agreement shall be binding on the Parties and their respective successors, including successors in office. Should the Community College District merge, this Agreement shall apply to the successor community college district.

Governing Law:

This Agreement is governed by and shall be construed in accordance with the laws of the State of Illinois.

Term:

This Agreement shall become effective upon the establishment of the TIF District and shall remain in effect until either the City adopts an Ordinance dissolving the TIF District or until the termination of the TIF District even if the termination occurs after the initial term of 23 years. Whether the TIF District exists for the entire term as called for under the TIF Plan, is extended, or terminates at some other time, the City will pay from incremental real estate taxes distributed to the City in the year following termination, the sums due the Community College District for the prior year which remains unpaid, if such increments are received by the City from the Community College District.

Amendments, Waivers, Modifications:

No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties as required by law.

Waiver of All Rights to Contest TIF District/Objection to Reimbursements:

The Community College District by its execution and approval of this Agreement hereby waives forever any and all right to directly or indirectly set aside, modify or contest in any manner the establishment of the TIF District including the Redevelopment Plan, Projects and Area. Nothing contained herein is to be construed to give the Community College District any right to participate in this administration of the TIF District or Plan or Project. Further, the Community College District, or its agents, employees, or officer shall not aid or assist in any manner any other party or entity seeking to challenge the TIF District.

The Community College District agrees that any objection to any reimbursement received under this Agreement must be provided by written notice to the City not more than one hundred twenty (120) days after the date of the payment, whether made by check or electronic transfer, and if not timely made, such objection is forever waived and barred.

Amending the TIF District:

The City will not otherwise amend the TIF Plan except after providing written notice to the Community College District and holding such public hearings as required by statute.

Real Estate Tax Increment Information:

- (1) The Administrators of the TIF Plan and City agree to provide the Community with information developed to establish the initial equalized assessed valuation of the TIF District and the calculations for successive years' computation of the real estate tax increment for the TIF District as a whole and, if possible, for the Community College District alone.
- (2) The City agrees that its Administrators shall provide the Community College District with a copy of the TIF Annual Report when it is presented to the City Council. Such Report shall set forth: (a) the balance in the Special Tax Allocation Fund ("Fund") at the beginning of the year; (b) all amounts deposited in the Fund by source; (c) all expenditures from the Fund by categories; and (d) the balance in the Fund at the end of the year by source.

Complete Agreement:

This Agreement expresses the complete and final understanding of the Parties with respect to the subject matter.

Authority to Execute:

The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on _____, 2018.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT NO. 513**

CITY OF OTTAWA,
an Illinois Municipal Corporation

By: _____
Chair

By: _____
Mayor

Attest: _____
Secretary

Attest: _____
City Clerk

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Attachment:

Exhibit A - Surplus Parcels

Exhibit B - Excluded Parcels from this Agreement

EXHIBIT A

OTTAWA ROUTE 71 TIF DISTRICT

IMPROVED PARCELS REMOVED FROM U.S. ROUTE 6 EAST TIF DISTRICT:

	PARCEL #	GIS MAP #	TAXCODE	TAXPAYER	DEVELOPMENT TYPE
1	15-41-300-000	19-05-300-001	RU012	HALTERMAN-REYNOLDS, LLC	INDUSTRIAL
2	15-41-315-000	19-05-300-009	RU012	MANN, STEPHEN SCOTT	COMMERCIAL
3	15-44-100-002	19-08-101-002	RU012	BUCKMAN IRON & METAL CO, INC.	COMMERCIAL
4	15-44-100-009	19-08-101-009	RU012	MINIGRIP ZIP/PAK	INDUSTRIAL
5	15-44-100-011	19-08-101-011	RU012	CARRI SCHARF MATERIALS CO	COMMERCIAL

OTTAWA ROUTE 71 TIF DISTRICT

PARCELS REMOVED FROM OIP TIF DISTRICT:

	PARCEL #	GIS MAP #	TAXCODE
1	15-44-104-000	19-08-100-006	RU016
2	15-44-105-000	19-08-100-007	RU016
3	15-44-101-006	19-08-102-006	RU016
4	15-44-101-018	19-08-102-018	RU016
5	15-44-102-001	19-08-102-019	RU016
6	15-44-102-002	19-08-102-020	RU016
7	15-44-101-019	19-08-102-021	RU016
8	15-44-210-000	19-08-200-018	RU016
9	15-44-211-000	19-08-200-019	RU016
10	15-44-202-001	19-08-201-001	RU016
11	15-44-202-002	19-08-201-002	RU016
12	15-44-202-003	19-08-201-003	RU016
13	15-44-202-004	19-08-201-004	RU016
14	15-44-202-005	19-08-201-005	RU016
15	15-44-202-006	19-08-201-006	RU016
16	15-44-202-007	19-08-201-007	RU016
17	15-44-202-008	19-08-201-008	RU016
18	15-44-202-009	19-08-201-009	RU016
19	15-44-202-010	19-08-201-010	RU016
20	15-44-202-011	19-08-201-011	RU016
21	15-44-202-012	19-08-201-012	RU016
22	15-44-202-013	19-08-201-013	RU016
23	15-44-202-014	19-08-201-014	RU016
24	15-44-202-015	19-08-201-015	RU016
25	15-44-202-016	19-08-201-016	RU016
26	15-44-308-000	19-08-326-001	RU016
27	15-44-406-000	19-08-401-001	RU016
28	15-44-453-000	19-08-426-003	RU016
29	15-45-104-000 PT	19-09-100-002 PT	RU016
30	15-45-108-000 PT	19-09-100-007 PT	RU016
31	15-45-204-000	19-09-200-003	RU016
32	15-45-300-000	19-09-301-001	RU016
33	15-45-409-000	19-09-400-010	RU016

OTHER ANNEXED INDUSTRIAL PARK PARCELS:

	PARCEL #	GIS MAP #	TAXCODE	NOTES
1	15-45-308-000	19-09-301-002	RU005	ANNEXED
2	15-45-302-000	19-09-352-001	RU005	ANNEXED
3	15-52-107-000	19-16-100-001	RU005	ANNEXED
4	15-45-405-000	19-09-400-005	RU005	ANNEXED
5	15-46-301-000 PT	19-10-300-002 PT	RU005	PART ANNEXED - SPLIT PARCEL
6	15-51-102-000	19-15-100-004	RU005	ANNEXED

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * 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. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community.
3. Serve as responsible stewards of college, community, state, and donor resources.