



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, February 11, 2021  
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, February 11, 2021 – 6:30 p.m. – Board Room (C307)**

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**The meeting can be accessed by the public at <https://zoom.us/j/6794788792>. Once logged in, use the meeting ID number 679 478 8792. For dial-in, call 1 (312) 626-6799.**

## **A G E N D A**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
  - 6.1 Approval of Minutes – January 14, 2021 Board Meeting (Pages 1-6)
  - 6.2 Approval of Bills - \$1,894,540.00
    - 6.2.1 Education Fund - \$1,423,583.81
    - 6.2.2 Operations & Maintenance Fund - \$91,887.75
    - 6.2.3 Operations & Maintenance (Restricted Fund) - \$231,310.91
    - 6.2.4 Auxiliary Fund - \$67,890.17
    - 6.2.5 Restricted Fund - \$25,364.03
    - 6.2.6 Liability, Protection & Settlement Fund - \$53,736.33
    - 6.2.7 Grants, Loans & Scholarships - \$767.00
  - 6.3 Treasurer’s Report (Pages 7-23)
    - 6.3.1 Financial Highlights (Page 8)
    - 6.3.2 Balance Sheet (Pages 9-10)
    - 6.3.3 Summary of FY21 Budget by Fund (Pages 11-17)
    - 6.3.4 Budget to Actual by Budget Officers (Page 18)
    - 6.3.5 Statement of Cash Flows (Page 19)
    - 6.3.6 Investment Status Report (Pages 20-21)
    - 6.3.7 Disbursements - \$5,000 or more (Pages 22-23)
  - 6.4 Personnel - Stipends for Pay Periods Ending January 2, 2021 and January 16, 2021 & Part-time Faculty and Staff Appointments January 2021 (Pages 24-29)

7. President's Report
8. Committee Reports
9. Tenure Recommendations:
  - 9.1 Kevin Hermes – Criminal Justice Instructor (Pages 30-33)
  - 9.2 Amber Fox – Accounting Instructor (Pages 34-37)
  - 9.3 Jessie Bouxsein – Nursing Instructor (Pages 38-41)
10. Resolution Designating the Fiscal Year (Pages 42-44)
11. Course Fees/Adjustments (Pages 45-48)
12. Transfer of Funds – Capital Development Board Trustee Account (Page 49)
13. Approval of Certificate: Agriculture Studies (Pages 50-52)
14. Faculty Retirement – Karen Zeilman, Art Instructor (Pages 53-54)
15. Items for Information (Pages 55-63)
  - 15.1 Staff Resignation – Katrina Bromann, On-Call Librarian (Page 55)
  - 15.2 Administrative Procedures Mileage Rate Change (Pages 56-60)
  - 15.3 FY2021 Student Organization Budgets (Pages 61-62)
  - 15.4 *Quality Calendars Key for Tracking Year-End To-Dos*– Kathy Ross (Page 63)
16. Trustee Comment
17. Closed Session – 1) pending or imminent litigation; 2) security procedures, school building safety and security; 3) complaint lodged against an official or employee of the public body; 4) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 5) collective negotiations; and 6) closed session minutes
18. Approval of Closed Session Minutes
19. Other
20. Adjournment

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

**Minutes of Regular Meeting**  
**January 14, 2021**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, January 14, 2021 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Jane E. Goetz, Chair  
Everett J. Solon, Vice Chair  
Angela M. Stevenson, Secretary

**Members Virtually Present:** Amy L. Boyles  
David O. Mallery  
Jay K. McCracken (entered at 7:20 p.m.)  
Maureen O. Rebholz  
Naomi Ochuba, Student Trustee

**Members Telephonically Present:**

**Members Absent:**

**Others Physically Present:** Jerry Corcoran, President  
Chris Dunlap, Director of Information Technology Services  
Walt Zukowski, Attorney

**Others Virtually Present:** Cheryl Roelfsema, Vice President for Business & Finance  
Deborah Anderson, Vice President for Academic Affairs  
Bonnie Campbell, Associate Vice President for Academic Affairs  
Shane Lange, Dean of Workforce Development

Ms. Goetz informed of a couple of items: 1) The provisions related to the Open Meetings Act allowing for Board meetings to be virtual continue due to Governor Pritzker's most recent disaster proclamation and 2) it is the custom and practice of the college to record Board meetings and the meeting was being recorded both audio and video.

**APPROVAL OF AGENDA**

It was moved by Mr. Solon and seconded by Ms. Stevenson to approve the agenda, as presented. Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. “Nay” – none. Motion carried.

**PUBLIC COMMENT**

None

## **CONSENT AGENDA ITEMS**

It was moved by Mr. Solon and seconded by Dr. Rebholz to approve the consent agenda, as presented.

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

The following items were approved in the consent agenda:

Approval of Minutes – December 10, 2020 Planning Committee Meeting and December 10, 2020 Board Meeting.

Approval of Bills - \$1,078,176.60

Education Fund - \$730,673.52; Operations & Maintenance Fund - \$55,862.10; Auxiliary Fund - \$92,485.14; Restricted Fund - \$14,732.32; Audit - \$2,500.00; Liability, Protection & Settlement Fund - \$181,918.52; and Grants, Loans & Scholarships - \$5.00.

### Treasurer’s Report

#### Personnel

Approved stipends for pay periods ending December 5, 2020 and December 19, 2020 & Part-time Faculty and Staff Appointments of December 2020.

## **COMMITTEE REPORTS**

Ms. Goetz noted that the Planning Committee minutes from the December 10, 2020 meeting are in the Board book.

## **PRESIDENT’S REPORT**

Dr. Corcoran reported that Judy Day and he had a delightful visit this week with Naomi Ochuba, our new student trustee, to help her get up to speed on everything pertaining to Board operations; there is no doubt that she will do a fine job. Dr. Corcoran noted that Naomi will be finishing her work at IVCC in the spring and will therefore serve an important role at our May 22 commencement. He welcomed Naomi again and thanked her for her willingness to serve. Dr. Corcoran informed that yesterday’s Spring 2021 Development Day activity turned out just fine. One theme that came up repeatedly was everyone’s happy to have 2020, and all the challenges that came our way, behind us. Dr. Corcoran expressed kudos to Dr. Patrice Hess, her staff and the faculty members responsible for putting together such a nice program. He offered special thanks to Mark Grzybowski and Amanda Cook Fesperman – Diversity, Equity and Inclusion Committee co-chairs – for connecting us with Paul Gorski and Marceline Dubose who were helpful in guiding us on the process of developing a DEI plan for the college. Dr. Corcoran thanked everyone who took the time to complete the Association of Community College Trustees’ DEI Checklist and Implementation Guide for Community College Boards. Dr. Corcoran reported that at the end of December, Cory Tomasson and Mark Grzybowski were proud to announce that our overall fall GPA for athletics was 3.09. He noted that Naomi was happy to hear that for the women’s basketball team, of which she is a member, the team’s GPA was 3.19. Dr. Corcoran extended congratulations to our AD, coaches and staff on a job well done.

Dr. Corcoran thanked Julie Kerestes and her staff at the LaSalle County Health Department for being so responsive to everyone's needs during the pandemic. He added that he especially appreciated her review and feedback on IVCC's Operations and Safety Plan at the COVID-19 website. Dr. Corcoran informed that the new *Illinois Valley Career Guide 2021-22* edition looks great and will be going to print soon. He offered kudos to Bonnie Campbell and Dwayne Mentgen of the Starved Rock Associates for Vocational and Technical Education for their leadership on this excellent resource. Dr. Corcoran added that the timing for this publication is perfect because Bonnie and her team have shared it with our Regional Manufacturing Academy partners at ICC, LLCC, and Spoon River as we pursue DCEO funding for our grant proposal. Dr. Corcoran noted that he could not say enough good things about how Scott Curley, Casey Wood and his G4S coworkers, and the Oglesby Police did such a wonderful job of handling the very unfortunate incident that occurred on December 29. Dr. Corcoran informed that no college students or employees were in harm's way because of these good people. He noted that today is the first day of classes for the spring term and although we are down like almost everyone else and below budget, there is still a chance to make up significant ground when one looks at the lineup of courses being offered in the second-eight weeks: CNA, phlebotomy, medical assisting, criminal law, business, keyboard, wellness, psychology, Spanish, THM, forklift operations and welding. Dr. Corcoran informed that Judy and he received a thoughtful note in the mail today from our friend Dr. Steve Wrobleski, LaSalle-Peru High School Superintendent, regarding Fran Brolley's press release on the recently created IVCC Foundation scholarship created for LP students by the Richards family in memory of former IVCC librarian Melva Richards. Dr. Corcoran ended his report by reading the note from Dr. Wrobleski, "This is another example of the amazing relationship between the college and high school. I have no doubt Mrs. Richards helped me find a book at some point during my time as a student at IVCC."

#### **APPROVAL OF CERTIFICATE: CRIMINOLOGY**

It was moved by Ms. Stevenson and seconded by Mr. Solon to approve the Certificate in Criminology, as presented.

Student Advisory Vote: – "Aye" – Ms. Ochuba. Roll Call Vote: "Ayes" – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. "Nay" – none. Motion carried.

#### **APPROVAL OF CERTIFICATE: SOCIAL JUSTICE**

It was moved by Ms. Stevenson and seconded by Dr. Rebholz to approve the Certificate in Social Justice, as presented.

Student Advisory Vote: – "Aye" – Ms. Ochuba. Roll Call Vote: "Ayes" – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. "Nay" – none. Motion carried.

#### **APPROVAL OF CERTIFICATE: FORENSIC SCIENCE**

It was moved by Ms. Stevenson and seconded by Dr. Boyles to approve the Certificate in Forensic Science, as presented. Dr. Anderson advised that the three criminal justice certificates offer stackable credentials and the classes would be taught by current IVCC faculty.

Student Advisory Vote: – "Aye" – Ms. Ochuba. Roll Call Vote: "Ayes" – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. "Nay" – none. Motion carried.

**BID RESULTS – MULTI-STAGE WELDERS**

It was moved by Mr. Solon and seconded by Dr. Rebholz to accept the bid from Airgas USA, LLC as the lowest, most responsible bid for 20 ESAB Rebel™ 285ic multi-stage welders in the amount of \$59,872.80.

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

**BLACKBOARD LICENSE RENEWAL**

It was moved by Ms. Stevenson and seconded by Dr. Rebholz to approve the two-year contract with Blackboard for FY22 at \$56,072.95 (after a credit of \$7,548.38) and FY23 at \$57,351.00, as presented.

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

**TRUCK LEASE EXTENSION**

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve the extension of the existing contract for two (2) Volvo trucks with Central Truck Leasing for one (1) additional year ending May 1, 2022 in the amount of \$44,631.60, as presented.

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

**CENTRAL ILLINOIS MANUFACTURING ACADEMY**

It was moved by Dr. Boyles and seconded by Mr. Mallery to authorize Dr. Jerry Corcoran to sign the Memorandum of Agreement for the Central Illinois Manufacturing Academy, as presented. Dr. Corcoran noted that the academy would provide shared curriculum, data collection, instructional materials including online training software, apprenticeships, common instructional training and part-time faculty. He added that the academy would benefit traditional students and nontraditional students upgrading their skills and employers in need of worker training. Dr. Lange confirmed that the IVCC welding program would continue to be offered at our site. He noted that part of the updates would be to our fabrication equipment and we are looking to have a fabrication certificate in place as well.

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

**APPROVAL OF EMERGENCY UNDERGROUND PIPE REPAIRS**

It was moved by Dr. Rebholz and seconded by Ms. Stevenson to approve the emergency underground pipe repairs completed by John’s Service and Sales, Inc., in the amount of \$37,811.

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

**FACULTY APPOINTMENT – THERESA MOLLN, WELDING INSTRUCTOR**

It was moved by Mr. Mallery and seconded by Ms. Stevenson to approve the appointment of Theresa Molln as Welding Instructor at Step A-3, an annualized salary of \$46,387 prorated January 13 through May 22, 2021 on the 2020/2021 faculty salary schedule.

Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. “Nay” – none. Motion carried.  
Ms. Molln was present virtually and was welcomed and congratulated by the Board.

**FACULTY RESIGNATION – KATHRYN SEEBRUCK, AGRICULTURE INSTRUCTOR**

It was moved by Mr. Solon and seconded by Dr. Boyles to accept with regret the resignation of Kathryn Seebruck, Agriculture Instructor effective May 22, 2021.

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

**FACULTY RETIREMENT – PAMELA MAMMANO, NURSING INSTRUCTOR**

It was moved by Dr. Rebholz and seconded by Dr. Boyles to accept with regret the retirement of Pamela Mammano, Nursing Instructor effective August 14, 2021.

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

Dr. Rebholz commented that Ms. Mammano has been a tremendous instructor for the IVCC nursing program.

**STAFF RETIREMENT – CHERYL ROELFSEMA, VICE PRESIDENT FOR BUSINESS SERVICES & FINANCE/TREASURER**

It was moved by Mr. Solon and seconded by Ms. Stevenson to accept with regret the retirement of Cheryl Roelfsema, Vice President for Business Services and Finance/Treasurer, effective July 31, 2021.

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

Mr. Mallery wished Ms. Roelfsema well in her retirement and thanked her for many years of service at IVCC. Ms. Goetz thanked Ms. Roelfsema and expressed appreciation for all that she has done for the college. Dr. Corcoran noted that he knows no other single person who has delivered more with impressive results than Ms. Roelfsema. He added that her dedication and business acumen are truly outstanding.

**BOARD POLICIES**

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve the changes to the Board Policies: Alternative Credit - Policy 2.6; Chronic Communicable Diseases - Policy 2.8; and Required Placement Testing (Academic Placement) - Policy 2.22, as presented.

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

**TRUSTEE COMMENT**

Ms. Goetz thanked Scott Curley and the G4S team for their amazing work involving the campus incident in December.

Mr. Solon offered kudos to Bonnie Campbell and her team on the fine job in preparing the updated *Career Guide*. Ms. Campbell noted that the guide would be available in print soon and also on the college website.

### **CLOSED SESSION**

Ms. Goetz requested a motion and a roll call vote at 7:10 p.m. to enter into a closed session to discuss: 1) pending or imminent litigation; 2) security procedures, school building safety and security; 3) complaint lodged against an official or employee of the public body; 4) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 5) collective negotiations; and 6) closed session minutes. Motion made by Ms. Stevenson and seconded by Mr. Solon to enter into a closed session.

Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. “Nay” – none. Motion carried. The Board entered closed session at 7:15 p.m.

Motion made by Mr. Solon and seconded by Ms. Stevenson to return to the regular meeting. Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Mr. McCracken, Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. “Nay” – none. Motion carried. The regular meeting resumed at 7:37 p.m.

### **ADDITIONAL DATA BREACH NOTIFICATION AND MONITORING SERVICES**

Motion made by Dr. Boyles and seconded by Dr. Rebholz to approve entering into an engagement with Kroll for additional data breach services at a cost of \$68,000.

Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Mr. McCracken, Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. Mallery and Ms. Goetz. “Nay” – none.

### **CLOSED SESSION MINUTES**

It was moved by Ms. Stevenson and seconded by Mr. McCracken to approve and retain the closed session minutes of December 10, 2020.

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

### **OTHER**

Ms. Goetz noted that IVCC spring classes began today and she extended best wishes to all for a great start to the semester.

### **ADJOURNMENT**

Ms. Goetz declared the meeting adjourned at 7:40 p.m.

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Jane E. Goetz, Board Chair

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Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JANUARY 2021

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

Kathy Ross  
Controller

## FINANCIAL HIGHLIGHTS – January 2021

### Revenues

- Spring semester classes began on January 14. As of January 22, headcount for spring semester was 2,381 which is 348 students, or 12.75 percent, less than at the same point in time last year. Credit hours were down 3,259, a 13.83 percent decrease from spring 2020. Traditional credit hours are down 11.32 percent.
- Property tax collections as of January 31, were \$12,360,524, or 98.8 percent of the \$12,506,170 requested levy for tax year 2019. The final Real Property Tax Assessment Settlement Agreement among Exelon Generation Company and the twelve taxing districts has been filed with the LaSalle County Circuit Court. This agreement establishes the EAV of the LaSalle Generation Plant at \$460 million for tax years 2020 and 2021, the same EAV as tax year 2019.
- The State continues to be current with monthly credit hour grant and equalization grant payments. The first installment, \$105,000, of the \$210,000 CTE formula grant has also been received. With the defeat of the graduated tax amendment, it is likely there will be a reduction in state funding for FY2021 and future years but as of yet there is still nothing definite from the ICCB or the governor's office.

### Expenses

- Overall, expenses are running at 50.2 percent of budget. One year ago at this point in time, expenses were 46.0 percent of budget.
- Expense line item- Employee Benefits includes the yearly H.S.A. contributions of \$622,500.
- Expense line items showing a significant variance from budget are 1) Annual Ellucian software maintenance costs of \$286,114; 2) Counselors' salaries are running higher than budget; 3) Financial Aid includes \$686,650 in CARES Act monies disbursed to students; 3) Legal expenses include \$27,159 for data breach services and \$50,825 for general counsel – \$52,500 over budget; 4) Risk Management includes \$120,000 in data breach costs; and 5) Bookstore expenses include a computer upgrade and annual software support.

### Protection, Health & Safety Projects

- Building G Air Handling Units Replacement – experienced setbacks with equipment delivery from manufacturer; units are set in place with four completely piped; ductwork and electrical will be starting soon;
- Key Card Access Upgrade – bid documents went out on January 29; bids due February 25; results to the March board meeting; construction to begin by April;
- Fireplace Lounge Ramp Replacement – bid documents sent out on January 29; bids due February 25; results to the March board meeting; construction to begin by April;

### Other Projects

- Roadway and Parking Lot Resealing Project – a CDB project – Bids were opened on January 8 with only one bid received. A rebid will open February 3. The CDB will review and make a recommendation. Estimated project start date is May 2021. This project has a budget of \$900,000 with \$675,000 in state funding and \$225,000 from local funds.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 January 31, 2021  
 Unaudited

	Governmental Funds Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
<b>Assets and Other Debts</b>								
Cash and cash equivalents	\$ 8,810,814	\$ 2,585,235	\$ 701,701	\$ 99,319	\$ 346,249	\$ -	\$ -	
Investments	6,256,860	7,313,215	143,943	-	311,302	-	-	14,025,321
Receivables								-
Property Taxes	8,467,896	2,603,964	-	-	-	-	-	11,071,860
Governmental claims	-	3,184	-	-	49,919	-	-	53,103
Tuition and fees	2,673,430	-	-	340,790	-	-	-	3,014,220
Due from other funds	1,204,872	8	-	-	53,537	-	-	1,258,417
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	484,292	-	-	-	484,292
Other assets	74,247	33,830	-	-	-	-	-	108,077
Deferred Outflows	-	-	-	-	-	-	524,832	524,832
Fixed assets - net	-	-	-	30,181	-	59,786,846	-	59,817,027
Other debits								-
Amount available in								-
Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided								-
to retire debt	-	-	-	-	-	-	13,919,226	13,919,226
<b>Total assets and deferred outflows</b>	<b>\$ 27,488,120</b>	<b>\$ 12,539,436</b>	<b>\$ 845,644</b>	<b>\$ 954,582</b>	<b>\$ 761,006</b>	<b>\$ 59,786,846</b>	<b>\$ 14,444,058</b>	<b>\$ 116,819,692</b>

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Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 January 31, 2021  
 Unaudited

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	Governmental Funds Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
<b>Liabilities</b>								
Accounts payable	54,202	108,362	-	3,360	4,755	-	-	170,679
Accrued salaries & benefits	1,559,308	22,375	-	14,082	-	-	-	1,595,766
Post-retirement benefits & other	145,403	-	-	-	-	-	-	145,403
Unclaimed property	212	-	-	-	-	-	-	212
Due to other funds	141,481	593,186	-	28,585	495,166	-	-	1,258,418
Due to student groups/deposits	44,563	-	-	-	261,086	-	-	305,649
Deferred inflows								-
Property taxes	4,916,513	1,301,982	-	-	-	-	-	6,218,495
Tuition and fees	2,295	-	-	-	-	-	-	2,295
Grants	-	-	-	-	-	-	-	-
OPED	-	-	-	-	-	-	2,311,278	-
OPEB long term debt	-	-	-	-	-	-	12,132,780	12,132,780
<b>Total Liabilities</b>	<b>6,863,978</b>	<b>2,025,905</b>	<b>-</b>	<b>46,027</b>	<b>761,007</b>	<b>-</b>	<b>14,444,058</b>	<b>24,140,975</b>
<b>Net Position/Net Assets</b>								
Net investment in general fixed assets	-	-	-	-	-	59,786,846	-	59,786,846
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	10,513,530	-	-	-	-	-	10,513,530
Reserved for debt service	-	-	845,644	-	-	-	-	845,644
Unreserved	20,624,142	-	-	908,555	-	-	-	21,532,697
<b>Total liabilities and net position</b>	<b>\$ 27,488,120</b>	<b>\$ 12,539,435</b>	<b>\$ 845,644</b>	<b>\$ 954,582</b>	<b>\$ 761,007</b>	<b>\$ 59,786,846</b>	<b>\$ 14,444,058</b>	<b>\$ 116,819,692</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund  
 For the seven months ended January 31, 2021  
 Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxiliary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 16,632,117	\$ 2,206,280	\$ 1,385,871	\$ 1,232	\$ 905,173	\$ 2,673,940	\$ 39,647	\$ 37,952	\$ 1,248,080	\$ 25,130,293
Actual Expenditures	11,055,049	1,363,567	946,657	-	1,057,192	3,088,862	-	39,050	710,877	18,261,255
Other Financing Sources (Uses)	(10,000)	-	-	-	-	10,000	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,567,067	842,713	439,214	1,232	(152,018)	(404,922)	39,647	(1,098)	537,203	6,869,038
Fund balances July 1, 2020	10,586,964	3,626,764	4,743,808	844,402	964,888	56,851	4,886,316	36,029	180,346	25,926,368
Fund balances January 31, 2021	\$ 16,154,031	\$ 4,469,477	\$ 5,183,022	\$ 845,634	\$ 812,870	\$ (348,071)	\$ 4,925,963	\$ 34,931	\$ 717,549	\$ 32,795,406

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund  
 For the seven months ended January 31, 2021  
 Unaudited

	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 8,579,643	\$ 8,415,690	98.1%	\$ 8,136,011	\$ 8,209,880	99.1%
Corporate Personal Property Replacement Tax	900,513	299,722	33.3%	519,878	905,250	57.4%
Tax Increment Financing Distributions	387,250	264,343	68.3%	247,329	387,250	63.9%
Total Local Government	<u>9,867,406</u>	<u>8,979,755</u>	91.0%	<u>8,903,217</u>	<u>9,502,380</u>	93.7%
State Government:						
ICCB Credit Hour Grant	1,728,400	1,132,244	65.5%	1,164,070	1,568,250	74.2%
Equalization Grant	50,000	29,167	58.3%	20,833	50,000	41.7%
Career/Technical Education Formula Grant	200,000	105,577	52.8%	-	200,000	0.0%
Other	-	-	-	-	-	-
Total Statement Government	<u>1,978,400</u>	<u>1,266,987</u>	64.0%	<u>1,184,903</u>	<u>1,818,250</u>	65.2%
Federal Government						
PELL Administrative Fees	7,975	-	0.0%	255	7,325	3.5%
Total Federal Government	<u>7,975</u>	<u>-</u>	0.0%	<u>255</u>	<u>7,325</u>	3.5%
Student Tuition and Fees:						
Tuition	6,586,152	5,567,301	84.5%	6,467,031	6,886,576	93.9%
Fees	837,700	655,582	78.3%	831,093	877,300	94.7%
Total Tuition and Fees	<u>7,423,852</u>	<u>6,222,883</u>	83.8%	<u>7,298,125</u>	<u>7,763,876</u>	94.0%
Other Sources:						
Public Service Revenue	341,879	114,645	33.5%	180,785	287,450	62.9%
Other Sources:	234,613	47,846	20.4%	147,611	233,839	63.1%
Total Other Sources	<u>576,492</u>	<u>162,492</u>	28.2%	<u>328,396</u>	<u>521,289</u>	63.0%
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 19,854,125</u>	<u>\$ 16,632,117</u>	83.8%	<u>\$ 17,714,896</u>	<u>\$ 19,613,120</u>	90.3%
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,239,344	4,443,345	53.9%	\$ 4,479,801	\$ 8,192,913	54.7%
Employee Benefits	1,705,720	1,143,276	67.0%	1,166,458	1,822,252	64.0%
Contractual Services	146,565	56,084	38.3%	42,893	161,549	26.6%
Materials & Supplies	404,772	153,491	37.9%	157,467	429,721	36.6%
Conference & Meeting	162,988	10,425	6.4%	27,712	142,376	19.5%
Fixed Charges	55,000	28,004	50.9%	147,735	189,000	78.2%
Capital Outlay	-	-	0.0%	-	-	0.0%
Other	-	-	-	-	-	-
Total Instruction	<u>10,714,389</u>	<u>5,834,625</u>	54.5%	<u>6,022,065</u>	<u>10,937,811</u>	55.1%

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2021 Revenues & Expenditures by Fund**  
**For the seven months ended January 31, 2021**  
**Unaudited**

	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>Academic Support:</b>						
Salaries	1,003,192	506,347	50.5%	538,852	982,326	54.9%
Employee Benefits	211,676	127,216	60.1%	113,667	172,141	66.0%
Contractual Services	197,118	165,450	83.9%	139,729	191,657	72.9%
Materials & Supplies	306,822	120,504	39.3%	137,232	278,128	49.3%
Conference & Meeting	20,595	1,558	7.6%	4,734	16,955	27.9%
Utilities	26,445	21,825	82.5%	19,350	25,650	75.4%
Capital Outlay	-	12,348		-	-	0.0%
Other	-	-		-	-	
<b>Total Academic Support</b>	<u>1,765,848</u>	<u>955,248</u>	54.1%	<u>953,564</u>	<u>1,666,857</u>	57.2%
<b>Student Services:</b>						
Salaries	1,121,572	716,477	63.9%	748,026	1,293,469	57.8%
Employee Benefits	385,992	264,656	68.6%	237,269	366,444	64.7%
Contractual Services	40,777	11,026	27.0%	46,963	22,778	206.2%
Materials & Supplies	77,202	25,455	33.0%	37,481	68,187	55.0%
Conference & Meeting	45,075	261	0.6%	12,043	45,075	26.7%
Utilities	-	504	0.0%	541	-	0.0%
<b>Total Student Services</b>	<u>1,670,618</u>	<u>1,018,379</u>	61.0%	<u>1,082,323</u>	<u>1,795,953</u>	60.3%
<b>Public Services/Continuing Education:</b>						
Salaries	344,429	181,470	52.7%	209,784	367,282	57.1%
Employee Benefits	77,863	55,553	71.3%	55,816	80,616	69.2%
Contractual Services	258,400	38,937	15.1%	138,319	248,250	55.7%
Materials & Supplies	92,800	19,487	21.0%	42,698	89,250	47.8%
Conference & Meeting	18,950	720	3.8%	3,686	20,550	17.9%
Utilities	-	-	0.0%	-	-	-
Other	300	-	0.0%	-	200	0.0%
<b>Total Public Services/Continuing Education</b>	<u>792,742</u>	<u>296,167</u>	37.4%	<u>450,303</u>	<u>806,148</u>	55.9%
<b>Institutional Support:</b>						
Salaries	1,856,317	1,064,102	57.3%	999,922	1,804,720	55.4%
Employee Benefits	691,890	535,181	77.4%	489,873	673,288	72.8%
Contractual Services	569,172	531,554	93.4%	408,624	634,007	64.5%
Materials & Supplies	381,678	277,347	72.7%	254,506	429,645	59.2%
Conference & Meeting	69,225	7,084	10.2%	17,680	68,285	25.9%
Utilities	26,315	5,320	20.2%	6,903	26,050	26.5%
Capital Outlay	176,381	12,348	7.0%	-	25,875	0.0%
Other	29,550	(63)	-0.2%	(69)	15,550	-0.4%
Provision for Contingency	500,000	-	0.0%	-	156,931	
<b>Total Institutional Support</b>	<u>4,300,528</u>	<u>2,432,874</u>	56.6%	<u>2,177,440</u>	<u>3,834,351</u>	56.8%
Scholarships, Grants and Waivers	600,000	517,757	86.3%	362,025	577,000	62.7%
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 19,844,125</u>	<u>\$ 11,055,049</u>	55.7%	<u>\$ 10,597,417</u>	<u>\$ 19,618,120</u>	54.0%
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ (10,000)</u>	<u>\$ (10,000)</u>	100.0%	<u>\$ (10,000)</u>	<u>\$ 5,000</u>	-200.0%

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2021 Revenues & Expenditures by Fund**  
**For the seven months ended January 31, 2021**  
**Unaudited**

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	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,383,200	\$ 1,356,805	98.1%	\$ 1,296,181	\$ 1,307,306	99.1%
Corporate Personal Property Replacement Tax	225,000	52,892	23.5%	91,743	230,000	39.9%
Tax Increment Financing Disbursements	130,000	88,114	67.8%	82,238	130,000	63.3%
Total Local Government	<u>1,738,200</u>	<u>1,497,811</u>	86.2%	<u>1,470,162</u>	<u>1,667,308</u>	88.2%
State Government:						
ICCB Credit Hour Grant	305,023	194,115	63.6%	198,445	276,750	71.7%
Total State Government	<u>305,023</u>	<u>194,115</u>	63.6%	<u>198,445</u>	<u>276,750</u>	71.7%
Student Tuition and Fees						
Tuition	512,448	461,371	90.0%	520,580	535,702	97.2%
Total Tuition and Fees	<u>512,448</u>	<u>461,371</u>	90.0%	<u>520,580</u>	<u>535,702</u>	97.2%
Other Sources:						
Facilities Revenue	133,500	45,327	34.0%	84,078	138,941	60.5%
Investment Revenue	50,000	4,748	9.5%	32,244	45,000	71.7%
Other	2,500	2,908	116.3%	1,058	2,500	42.3%
Total Other Sources	<u>186,000</u>	<u>52,982</u>	28.5%	<u>117,380</u>	<u>186,441</u>	63.0%
<b>TOTAL OPERATIONS &amp; MAINTENANCE REVENUES</b>	<u>\$ 2,741,671</u>	<u>\$ 2,206,280</u>	80.5%	<u>\$ 2,306,566</u>	<u>\$ 2,666,201</u>	86.5%
<b>OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>						
Operations & Maintenance of Plant:						
Salaries	972,207	524,698	54.0%	528,214	968,783	54.5%
Employee Benefits	292,487	204,121	69.8%	198,700	326,311	60.9%
Contractual Services	169,100	49,867	29.5%	41,028	169,400	24.2%
Materials & Supplies	240,250	109,823	45.7%	65,407	277,787	23.5%
Conference & Meeting	1,175	200	17.0%	240	5,675	4.2%
Fixed Charges	117,250	189,294	161.4%	61,749	68,250	90.5%
Utilities	762,347	265,244	34.8%	325,508	762,600	42.7%
Capital Outlay	102,832	-	0.0%	-	84,000	0.0%
Provision for Contingency	100,000	-	0.0%	-	-	0.0%
Other	(63,000)	-	0.0%	-	(63,000)	0.0%
Total Operations & Maintenance of Plant	<u>2,694,648</u>	<u>1,343,248</u>	49.8%	<u>1,220,846</u>	<u>2,599,806</u>	47.0%
Institutional Support:						
Salaries	31,342	8,838	28.2%	23,090	45,186	51.1%
Employee Benefits	6,076	4,143	68.2%	5,541	11,846	46.8%
Contractual Services	2,700	2,615	96.9%	-	2,491	0.0%
Materials & Supplies	3,105	1,036	33.4%	1,878	3,050	61.6%
Fixed Charges	3,800	3,688	97.1%	3,688	3,820	96.5%
Other	-	-	-	-	-	-
Total Institutional Support	<u>47,023</u>	<u>20,319</u>	43.2%	<u>34,198</u>	<u>66,393</u>	51.5%
<b>TOTAL OPERATIONS &amp; MAINTENANCE EXPENDITURES</b>	<u>\$ 2,741,671</u>	<u>\$ 1,363,567</u>	49.7%	<u>\$ 1,255,044</u>	<u>\$ 2,666,199</u>	47.1%

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund  
 For the seven months ended January 31, 2021  
 Unaudited

	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources:						
Current Taxes	1,556,066	1,352,219	86.9%	1,426,407	1,518,973	93.9%
State Government Sources	750,000	-	0.0%	-	-	0.0%
Investment Revenue	65,000	33,652	51.8%	39,474	65,000	60.7%
Other	-	-	0.0%	-	-	0.0%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 2,371,066</b>	<b>\$ 1,385,871</b>	<b>58.4%</b>	<b>\$ 1,465,882</b>	<b>\$ 1,583,973</b>	<b>92.5%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND RESTRICTED EXPENDITURES</b>						
Contractual Services	\$ -	\$ -		\$ -	\$ -	
Fixed Charges	-	-		-	-	
Capital Outlay	2,250,000	946,657	42.1%	375,176	1,500,000	25.0%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 2,250,000</b>	<b>\$ 946,657</b>	<b>42.1%</b>	<b>\$ 375,176</b>	<b>\$ 1,500,000</b>	<b>25.0%</b>
<b>DEBT SERVICE FUND</b>						
Investment Revenue	\$ 10,500	\$ 1,232	11.7%	\$ 2,383	\$ 3,600	66.2%
<b>TOTAL DEBT SERVICE FUND REVENUES</b>	<b>\$ 10,500</b>	<b>\$ 1,232</b>	<b>11.7%</b>	<b>\$ 2,383</b>	<b>\$ 3,600</b>	<b>66.2%</b>
<b>TOTAL DEBT SERVICE FUND EXPENDITURES</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	
<b>AUXILIARY ENTERPRISES FUND REVENUE</b>						
Service Fees	\$ 1,316,000	\$ 893,776	67.9%	\$ 1,066,391	\$ 1,664,665	64.1%
Investment Revenue	4,500	96	2.1%	3,047	4,500	67.7%
Other Revenue	4,000	11,301	282.5%	7,726	8,000	96.6%
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>\$ 1,324,500</b>	<b>\$ 905,173</b>	<b>68.3%</b>	<b>\$ 1,077,164</b>	<b>\$ 1,677,165</b>	<b>64.2%</b>
<b>AUXILIARY ENTERPRISES FUND EXPENSES</b>						
Salaries	\$ 346,958	\$ 188,490	54.3%	\$ 173,660	\$ 352,435	49.3%
Employee Benefits	118,699	61,534	51.8%	53,472	68,134	78.5%
Contractual Services	63,265	24,135	38.1%	47,930	66,198	72.4%
Materials & Supplies	1,014,882	747,152	73.6%	789,258	1,292,478	61.1%
Conference & Meeting	24,938	4,357	17.5%	15,378	24,679	62.3%
Fixed Charges	50,200	30,025	59.8%	35,805	49,700	72.0%
Capital Outlay/Depreciation	600	-	0.0%	6,070	1,322	459.2%
Other	103,000	1,500	1.5%	1,500	103,000	1.5%
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>\$ 1,722,542</b>	<b>\$ 1,057,192</b>	<b>61.4%</b>	<b>\$ 1,123,074</b>	<b>\$ 1,957,946</b>	<b>57.4%</b>
<b>AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET</b>	<b>\$ 61,414</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ 61,414</b>	<b>0.0%</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund  
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 Unaudited

	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>RESTRICTED PURPOSE FUND REVENUES</b>						
State Government Sources	\$ 289,245	\$ 15,000	5.2%	\$ 84,249	\$ 285,285	29.5%
Federal Government Sources	4,437,598	2,636,541	59.4%	2,258,464	4,951,574	45.6%
Nongovernmental Gifts or Grants	2,500	21,077	843.1%	2,500	32,000	7.8%
Other Revenue	-	1,323		1,881	4,700	40.0%
<b>TOTAL RESTRICTED PURPOSE FUND REVENUES</b>	<b>\$ 4,729,343</b>	<b>\$ 2,673,940</b>	<b>56.5%</b>	<b>\$ 2,347,094</b>	<b>\$ 5,273,559</b>	<b>44.5%</b>
<b>RESTRICTED PURPOSE FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 363,617	\$ 183,178	50.4%	\$ 191,813	\$ 426,869	44.9%
Employee Benefits	122,265	69,690	57.0%	72,613	141,592	51.3%
Contractual Services	24,242	42,104	173.7%	25,544	23,293	109.7%
Materials & Supplies	24,388	40,694	166.9%	31,889	39,765	80.2%
Conference & Meeting	13,491	(330)	-2.4%	15,331	41,065	37.3%
Utilities	450	-	0.0%	446	949	47.0%
Capital Outlay	15,000	45,968	306.5%	30,362	22,000	138.0%
Other	-	-		-	-	
<b>Total Instruction</b>	<b>563,453</b>	<b>381,304</b>	<b>67.7%</b>	<b>367,999</b>	<b>695,533</b>	<b>52.9%</b>
Student Services:						
Salaries	\$ 203,035	\$ 118,338	58.3%	\$ 113,167	\$ 198,634	57.0%
Employee Benefits	71,700	44,521	62.1%	43,468	69,755	62.3%
Contractual Services	15,800	1,434	9.1%	6,016	6,000	100.3%
Materials & Supplies	15,440	51,099	331.0%	2,215	9,330	23.7%
Conference & Meeting	10,600	2,816	26.6%	3,288	9,300	35.4%
Utilities	-	4,635	0.0%	-	-	0.0%
Capital Outlay	-	-	0.0%	-	-	0.0%
Tuition Waivers (TRIO Grant)	18,425	14,300	77.6%	8,850	25,873	34.2%
<b>Total Student Services</b>	<b>335,000</b>	<b>237,143</b>	<b>70.8%</b>	<b>177,004</b>	<b>318,892</b>	<b>55.5%</b>
Operations & Maintenance of Plant:						
Maintenance supplies	-	7,998		-	-	
<b>Total Operations &amp; Maintenance of Plant</b>	<b>-</b>	<b>7,998</b>		<b>-</b>	<b>-</b>	
Institutional Support:						
Salaries (Federal Work Study)	90,390	23,552	26.1%	53,034	94,035	56.4%
SURS on-behalf	-	-		-	-	
<b>Total Institutional Support</b>	<b>90,390</b>	<b>23,552</b>	<b>26.1%</b>	<b>53,034</b>	<b>94,035</b>	<b>56.4%</b>
Student Grants and Waivers (PELL & SEOG)	3,748,000	2,438,866	65.1%	2,044,326	4,170,699	49.0%
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<b>\$ 4,736,843</b>	<b>\$ 3,088,862</b>	<b>65.2%</b>	<b>\$ 2,642,363</b>	<b>\$ 5,279,159</b>	<b>50.1%</b>
<b>RESTRICTED INTERFUND TRANSFERS - NET</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>100.0%</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>100.0%</b>
<b>WORKING CASH FUND REVENUES</b>						
Investment Revenue	\$ 60,000	\$ 39,647	66.1%	\$ 61,988	\$ 70,000	88.6%
<b>WORKING CASH INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund  
 For the seven months ended January 31, 2021  
 Unaudited

	Annual Budget FY2021	1/31/2021	Actual/Budget 58.0%	1/31/2020	Annual Budget FY2020	Actual/Budget 58.0%
<b>AUDIT FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 41,840	\$ 37,909	90.6%	\$ 36,933	\$ 38,150	96.8%
Investment Revenue	150	43	28.8%	112	100	112.2%
<b>TOTAL AUDIT FUND REVENUES</b>	<b>41,990</b>	<b>37,952</b>	<b>90.4%</b>	<b>37,046</b>	<b>38,250</b>	<b>96.9%</b>
<b>AUDIT FUND EXPENDITURES</b>						
Contractual Services	39,050	39,050	100.0%	36,150	38,150	94.8%
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>\$ 39,050</b>	<b>\$ 39,050</b>	<b>100.0%</b>	<b>\$ 36,150</b>	<b>\$ 38,150</b>	<b>94.8%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>						
Local Government Sources:						
Current Taxes	\$ 1,040,539	\$ 1,197,902	115.1%	\$ 981,704	\$ 1,136,999	86.3%
Investment Revenue	2,500	1,622	64.9%	1,195	2,000	59.7%
Other Revenue	-	48,557		-	-	
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>	<b>1,043,039</b>	<b>1,248,080</b>	<b>119.7%</b>	<b>\$ 982,899</b>	<b>\$ 1,138,999</b>	<b>86.3%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>						
Student Services:						
Salaries	70,249	42,675	60.7%	36,442	111,403	32.7%
Employee Benefits	27,305	18,362	67.2%	17,952	26,762	67.1%
Contractual Services	23,000	5,351	23.3%	7,563	23,000	32.9%
Materials & Supplies	3,700	592	16.0%	250	400	62.6%
Total Student Services	124,254	66,980	53.9%	62,207	161,565	38.5%
Operations & Maintenance of Plant:						
Contractual Services	519,557	189,160	36.4%	209,105	547,500	38.2%
Materials & Supplies	170	25	14.9%	149	150	99.4%
Utilities	650	(198)	-30.5%	193	425	45.3%
Total Operations & Maintenance of Plant	520,377	188,987	36.3%	209,446	548,075	38.2%
Institutional Support:						
Salaries	66,197	42,195	63.7%	40,117	70,825	56.6%
Employee Benefits	208,438	9,269	4.4%	9,342	202,997	4.6%
Contractual Services	35,750	171,725	480.3%	28,876	34,000	84.9%
Materials & Supplies	2,100	9,485	451.7%	1,966	4,700	41.8%
Conference & Meeting	4,700	-	0.0%	-	5,200	0.0%
Fixed Charges	244,750	222,236	90.8%	248,301	275,500	90.1%
Total Institutional Support	561,935	454,911	81.0%	328,602	593,222	55.4%
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 1,206,566</b>	<b>\$ 710,877</b>	<b>58.9%</b>	<b>\$ 600,255</b>	<b>\$ 1,302,862</b>	<b>46.1%</b>

**Illinois Valley Community College District No. 513**  
**Fiscal Year 2021 Budget to Actual Comparison**  
**All Funds - By Budget Officer**  
**as of January 31, 2021**  
**Unaudited**

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<b>Department</b>	<b>Annual Budget FY2021</b>	<b>Actual FY2021</b>	<b>Actual/ Budget 58.0%</b>	
President	359,006	211,767	59.0%	
Board of Trustees	14,850	12,181	82.0%	Includes ICCTA annual dues of \$11,550
Community Relations	426,113	231,751	54.4%	
Continuing Education	792,742	296,167	37.4%	
Facilities	4,400,359	2,289,905	52.0%	
Information Technologies	1,978,064	1,312,688	66.4%	
Academic Affairs	232,682	125,451	53.9%	
Academic Affairs (AVPCE)	482,229	345,701	71.7%	
Adult Education	453,005	260,557	57.5%	
Learning Resources	1,321,356	750,589	56.8%	
Workforce Development Division	2,301,036	1,188,789	51.7%	
Natural Sciences & Business Division	3,162,592	1,756,230	55.5%	
Humanities & Fine Arts/Social Science Division	3,117,822	1,678,781	53.8%	
Health Professions Division	1,848,823	1,042,582	56.4%	
Admissions & Records	405,117	244,548	60.4%	
Counseling	401,226	303,833	75.7%	Salaries running at 78 percent of budget
Student Services	289,261	162,610	56.2%	
Financial Aid	4,140,591	2,685,451	64.9%	includes \$686,560 of CARES Act funding
Career Services	40,209	19,766	49.2%	
Athletics	309,616	141,521	45.7%	
TRiO (Student Success Grant)	335,000	199,232	59.5%	
Campus Security	537,420	188,192	35.0%	
Business Services/General Institution	1,060,283	674,255	63.6%	Legal services - Data Breach \$27,159; Zukowski \$50,825; \$52,500 over budget
Risk Management	561,935	455,706	81.1%	\$120,000 data breach costs;
Tuition Waivers	600,000	626,198	104.4%	Summer, fall and spring waivers
Purchasing	122,831	72,500	59.0%	
Human Resources	135,665	68,309	50.4%	
Bookstore	1,255,451	841,954	67.1%	Computer upgrade and annual software support
Shipping & Receiving	47,023	20,319	43.2%	
Copy Center	114,475	53,721	46.9%	
<b>Total FY21 Expenditures</b>	<b>31,246,782</b>	<b>18,261,255</b>	<b>58.4%</b>	

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended January 31, 2021**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 7,601,236.65	\$ 2,859,783.26	\$ 989,079.14	\$ 701,700.80	\$ (7,944.53)	\$ (382,239.33)	\$ 1,580,283.81	\$ 15,862.78	\$ 127,285.39	\$ 69,758.19	\$ 13,554,806.16
Total Receipts	354,433.46	36,208.27	-	-	134,917.33	-	1,926.75	-	-	10,024.24	\$ 537,510.05
Total Cash	7,955,670.11	2,895,991.53	989,079.14	701,700.80	126,972.80	(382,239.33)	1,582,210.56	15,862.78	127,285.39	79,782.43	14,092,316.21
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(1,773,500.68)	(256,831.81)	(231,310.91)	-	(118,339.71)	(100,855.52)	-	-	(75,303.02)	(767.00)	(2,556,908.65)
ACCOUNT BALANCE	6,182,169.43	2,639,159.72	757,768.23	701,700.80	8,633.09	(483,094.85)	1,582,210.56	15,862.78	51,982.37	79,015.43	11,535,407.56
Deposits in Transit	(9,733.35)										(9,733.35)
Outstanding Checks	176,525.47										176,525.47
BANK BALANCE	6,348,961.55	2,639,159.72	757,768.23	701,700.80	8,633.09	(483,094.85)	1,582,210.56	15,862.78	51,982.37	79,015.43	11,702,199.68
Certificates of Deposit	-	-	2,210,418.34	-	-	-	2,877,000.02	-	100,000.00	-	5,187,418.36
Illinois Funds	5,339,788.59	1,129,042.83	807,268.24	143,943.30	-	156,122.09	455,828.02	-	-	311,301.98	8,343,295.05
Bldg Reserve-ILLFund	-	-	460,875.94	-	-	-	-	-	-	-	460,875.94
Total Investment	\$ 5,339,788.59	\$ 1,129,042.83	\$ 3,478,562.52	\$ 143,943.30	\$ -	\$ 156,122.09	\$ 3,332,828.04	\$ -	\$ 100,000.00	\$ 311,301.98	\$ 13,991,589.35

LaSalle State Bank      \$ 275,462.49  
Midland States Bank      11,426,737.19  
\$ 11,702,199.68

Respectfully submitted,



Kathy Ross  
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
January 31, 2021

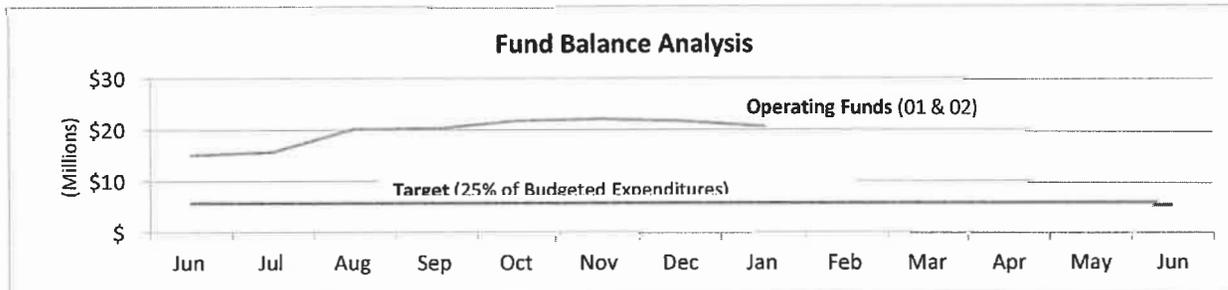
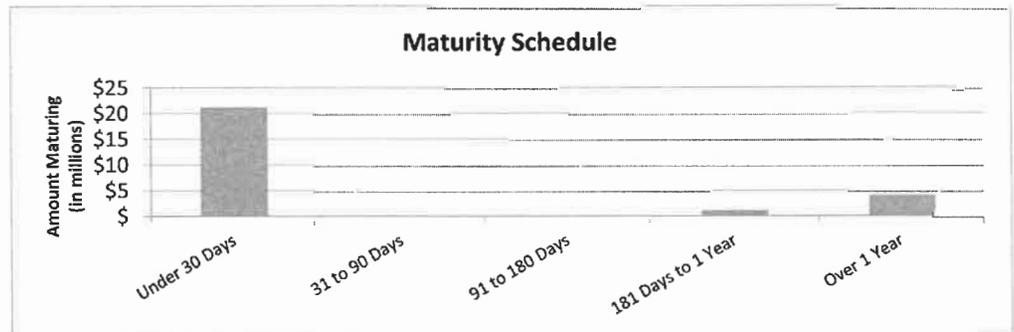
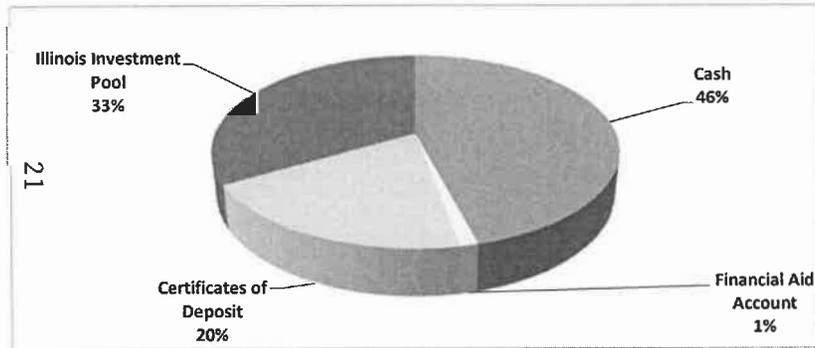
<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/26/2021			1,000,000					1,000,000	MB	0.85%	0.85%	17050
11/7/2021						150,000		150,000	MB	0.85%	0.85%	15192
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
11/22/2022						245,000		245,000	MBS	0.55%	0.55%	BMO Harris Bank
11/23/2022			1,210,418					1,210,418	MB	2.65%	2.67%	17012
11/23/2022							100,000	100,000	MB	2.65%	2.67%	17013
6/16/2023						245,000		245,000	MBS	0.70%	0.70%	Texas Exchange Bank
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
<b>Total CD</b>	-	-	<b>2,210,418</b>	-	-	<b>2,877,000</b>	<b>100,000</b>	<b>5,187,418</b>				

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				

**Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
December 31, 2020**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	45.9%	\$ 12,149,216	0.350%
Financial Aid Account	1.2%	321,185	0.350%
Certificates of Deposit	19.6%	5,187,418	2.148%
Illinois Investment Pool	33.3%	8,804,171	0.089%
<b>Total</b>		<b>\$ 26,461,990</b>	<b>0.616%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 8,343,295	-	-	\$ 8,343,295	32%
IL Funds -Building	460,876	-	-	460,876	2%
Midland Sates Bank	-	-	11,426,737	11,426,737	43%
Midland States-F/A	-	-	321,185	321,185	1%
Midland States-Bldg	-	-	20,628	20,628	-
LaSalle State Bank	-	-	275,462	275,462	
Commerce Bank	-	1,000,000	-	1,000,000	4%
Multi Bank Securities	-	1,972,000	-	1,972,000	7%
Heartland Bank-Bldg	-	-	225,077	225,077	1%
Heartland Bank	-	-	201,312	201,312	1%
Marseilles Bank	-	2,215,418	-	2,215,418	8%
	<b>\$ 8,804,171</b>	<b>\$ 5,187,418</b>	<b>\$ 12,470,401</b>	<b>\$ 26,461,990</b>	<b>100%</b>



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

**1/01/21 - 1/31/21**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
762039	1/6/2021	112536	Commercial Mechanical, Inc	\$ 29,116.08	Proj 20014/Heating*
762044	1/6/2021	181795	G4S Secure Solutions (USA) Inc	6,953.90	Security Services-Main Campus (12/7/20-12/13/20)
762049	1/6/2021	229205	Kroll Associates, Inc	17,090.85	Credit Bureau Monitoring
762063	1/6/2021	168528	TestOut Corporation	6,708.00	Network Pro
762068	1/6/2021	1927	Walter J Zukowski & Assoc	6,628.45	Legal Services
762073	1/7/2021	82994	Eureka Savings Bank	310,000.00	H.S.A. Contributions (1/7/21)
762074	1/7/2021	82994	Eureka Savings Bank	55,000.00	H.S.A. Contributions (1/7/21)
762075	1/7/2021	195549	Heartland Bank and Trust	205,000.00	H.S.A. Contributions (1/7/21)
762076	1/7/2021	195549	Heartland Bank and Trust	52,500.00	H.S.A. Contributions (1/7/21)
762081	1/7/2021	82897	SURS	43,827.50	Payroll (1/7/2021)
ACH	1/7/2021		Internal Revenue Services	53,688.58	Federal Payroll Taxes (1/7/21)
ACH	1/7/2021		Illinois Department of Revenue	18,740.86	State Payroll Taxes (1/7/21)
ACH	1/7/2021		VALIC Retirement Services	26,503.41	403 (b) & 457 (b) Payroll (1/7/21)
ACH	1/7/2021		Prudential	5,424.16	Life Insurance (January 2021)
ACH	1/7/2021		American Express	10,009.12	Credit Card Purchases (January 2021)
22 762131	1/13/2021	227441	Carroll Seating Company, Inc	27,585.00	Bleachers/Painting/Demo*
762132	1/13/2021	140960	EMSI	15,000.00	Skills Match Subscription
762137	1/13/2021	112536	Commercial Mechanical, Inc	14,036.83	Proj 20014/Heating*
762138	1/13/2021	214499	Constellation NewEnergy, Inc	23,621.36	Electricity (11/7/20-12/10/20)
762139	1/13/2021	209567	Delta Dental of Illinois	9,596.59	Dental Insurance (December 2020)
762145	1/13/2021	181795	G4S Secure Solutions (USA) Inc	7,052.10	Security Services-Main Campus (12/14/20-12/20/20)
762199	1/20/2021	105972	Amazon.Com	8,720.22	Books for Resale
762204	1/20/2021	229686	Augusoft, Inc	21,900.00	Lumens PRO Annual Subscription Fee
762212	1/20/2021	130732	Dodson Plumbing, Heating and A	160,573.00	HVAC Work/ Change Order #1 Building*
762213	1/20/2021	229358	Equity Literacy Institute LLC	5,500.00	90 Minute Workshops on Diversity & Inclusion
762217	1/20/2021	181795	G4S Secure Solutions (USA) Inc	5,423.62	Security Services- Main Campus (12/21/20-12/27/20)
762220	1/20/2021	89031	IBEW 176 JATC	15,183.00	Instructor Fees for Fall 2020 & Spring 2021
762223	1/20/2021	1469	John's Service & Sales Inc	37,811.00	Underground Piping Repair between Buildings C & G
762227	1/20/2021	227855	McDonald Hopkins LLC	9,936.00	Ransomware Incident
762228	1/20/2021	204384	McGraw-Hill Global Education H	15,703.64	Books for Resale
762234	1/20/2021	1011	NILRC	6,238.34	Research Library Database
762260	1/20/2021	1450	Thyssenkrupp Elevator Corp	7,389.47	Elevator Maintenance
762263	1/20/2021	66555	United States Postal Service	5,000.00	Postage Meter Reimbursement

\$5,000 and Over Disbursements

1/01/21 - 1/31/21

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
762276	1/21/2021	195549	Heartland Bank and Trust	10,000.00	Payroll Deductions
762283	1/21/2021	82897	SURS	45,570.03	Payroll (1/21/21)
ACH	1/21/2021		Internal Revenue Services	55,428.20	Federal Payroll Taxes (1/21/21)
ACH	1/21/2021		Illinois Department of Revenue	20,503.15	State Payroll Taxes (1/21/21)
ACH	1/21/2021		VALIC Retirement Services	9,961.21	403 (b) & 457 (b) Payroll (1/21/21)
ACH	1/21/2021		CCHC	273,678.37	Health Insurance (January 2021)
762327	1/27/2021	181795	G4S Secure Solutions (USA) Inc	5,441.62	Security Services- Main Campus (12/28/20-1/3/21)
762348	1/27/2021	204066	Moss Enterprises	5,400.00	Amatrol Codes
762355	1/27/2021	212686	Scenario Learning, LLC	9,774.00	Safe Colleges Subscription
762363	1/27/2021	66555	United States Postal Service	5,000.00	Postage Meter Reimbursement
ACH	1/28/2021		Prudential	5,456.21	Life Insurance (February 2021)
				<u>\$ 1,689,673.87</u>	

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

Stipends For Pay Period 01/02/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Artega, Rey A.	Head Women Soccer Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 1,704.00	056430360651900			
Brown, Jessica A.	Assistant Volleyball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 1,702.50	056430361151900			
Cottingham, Timothy M.	Head Men Soccer Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 1,746.50	056430360551900			
DeVerteuil, Russel M.	Assistant Men Basketball Coach	08/03/2020	12/19/2020	01/02/2021	ST	\$ 2,497.00	056430360251900			
DeVerteuil, Russel M.	Assistant Men Basketball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 2,497.00	056430360251900			
Ellerbrock, Gerald A.	Assistant Women Soccer Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 1,281.50	056430360651900			
Goode, Jason R.	Head Baseball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 3,774.50	056430360151900			
Herman, Christopher W.	Head Men Basketball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 4,097.00	056430360251900			
Jenrich, Chuck	River Front Machine Project	12/21/2020	12/21/2020	01/02/2021	ST	\$ 1,000.00	014210331051320			
Jenrich, Chuck	River Front Machine Project	12/22/2020	12/22/2020	01/02/2021	ST	\$ 1,000.00	014210331051320			
Kennedy, Sean W.	Head Golf Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 2,238.50	056430360451900			
King, Keith R.	Development of Online BIO 1009	08/14/2020	11/16/2020	01/02/2021	OV	\$ 2,160.00	011120570051340			
Milota, Julie K.	Head Women Tennis Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 863.50	056430360951900			
Milota, Julie K.	Head Men Tennis Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 863.50	056430360851900			
Moriarity, Brittney L.	Assistant Women Basketball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 2,532.50	056430360351900			
Nauman, Josh T.	Head Women Basketball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 3,395.50	056430360351900			
Newell, Leonard S.	Assistant Baseball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 2,532.50	056430360151900			
Ossola, Jyllian	Holiday Ornaments	12/14/2020	12/14/2020	01/02/2021	ST	\$ 72.00	011110394151320	HLR-2779-12	Ornament Kits	
Ossola, Jyllian	Holiday Welcome Sign	12/14/2020	12/14/2020	01/02/2021	ST	\$ 42.00	014110394151320	HLR-2319-12	Holiday Welcome Sign	
Ossola, Jyllian	Holiday Tag Sign	12/14/2020	12/14/2020	01/02/2021	ST	\$ 40.00	011110394151320	HLR-2312-12	Holiday Door Tag	
Polte, Erin R.	Head Volleyball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 3,522.50	056430361151900			
Pumo, Deborah J.	NUR 2212-07 Seminar Online	03/16/2020	05/16/2020	01/02/2021	OV	\$ 720.00	011420730051340			
Pumo, Deborah J.	ALH 1000-101	08/14/2020	12/16/2020	01/02/2021	OV	\$ 2,160.00	011420730051340	ALH-1000-101	Introduction To Nutrition	
Pumo, Deborah J.	ALH 1000-100	08/14/2020	12/16/2020	01/02/2021	OV	\$ 1,440.00	011420730051340	ALH-1000-100	Introduction To Nutrition	
Pytel, Kyle E.	Driver Improvement-LaSalle County	12/19/2020	12/19/2020	01/02/2021	ST	\$ 175.00	014110394251320	CDV-6000-22	LaSalle County Driver Improvement	
Sarver, Gregory S.	Mileage Reimbursement	11/14/2020	11/14/2020	01/02/2021	ML	\$ 28.75	014110394355212			
Schneider, Gregg A.	Driver Improvement	12/16/2020	12/16/2020	01/02/2021	ST	\$ 140.00	014110394251320	CDV-6000-322	LaSalle County Driver Improvement	
Sondgeroth, Anthony L.	CARUS Welding Program	12/15/2020	12/15/2020	01/02/2021	ST	\$ 600.00	014210331051320			
Theisinger, Christine E.	German Tutoring - Owens Corporation	12/15/2020	12/15/2020	01/02/2021	ST	\$ 75.00	014210331051320			
Theisinger, Christine E.	German Tutoring - Owens Corporation	12/16/2020	12/16/2020	01/02/2021	ST	\$ 60.00	014210331051320			
Tomasson, Cory J.	Head Softball Coach	12/20/2020	06/19/2021	06/19/2021	ST	\$ 4,916.50	056430360751900			
						\$ 49,877.75				

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*Cheryl Roelfsema*  
 Cheryl Roelfsema  
 Vice President of Business Services and Finance

*Jerry Corcoran 1/20/2021*  
 Dr. Jerry Corcoran  
 President

\*Earn Types

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 01/16/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Atkinson, Benjamin S.	CRJ 2040-101	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,175.00	011120570051320	CRJ-2040-101	Criminology	
Atkinson, Benjamin S.	First Time OnlineOffering	01/14/2021	05/22/2021	05/22/2021	ST	\$ 725.00	011120570051320			
Balensiefen, Tara M.	ALH 1214-151 Lab/Clinical	01/14/2021	03/11/2021	03/13/2021	ST	\$ 3,226.72	011420730051320	ALH-1214-151	Certified Nursing Assistant	
Beetz, Lyndsey N.	DLA 2201-01 Lab Only	01/14/2021	05/22/2021	05/22/2021	ST	\$ 890.40	011420410051310	DLAL-2201-01	Dental Lab Procedures II Lab	
Beetz, Lyndsey N.	DLA 2203-02 Lab Only	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,187.20	011420410051310	DLAL-2203-02	Chairside Assisting II Lab	
Beetz, Lyndsey N.	DLA 2203-01 Lab Only	01/14/2021	05/22/2021	05/22/2021	ST	\$ 593.60	011420410051310	DLAL-2203-01	Chairside Assisting II Lab	
Beetz, Lyndsey N.	DLA 2201-02 Lab Only	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,780.80	011420410051310	DLAL-2201-02	Dental Lab Procedures II Lab	
Bhattacharya, Abhijeet	BUS 2000-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,415.00	011120570051320	BUS-2000-100	International Business	
Bhattacharya, Abhijeet	ECN 1202-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,415.00	011220570051320	ECN-1202-100	Fundamentals of Economics	
Black, Mary A.	Grant Administration - Transitional Math Grant	08/14/2020	12/16/2020	01/16/2021	ST	\$ 1,400.00	061520521751900			
Boughton, Christina A.	NUR 1210-151	01/14/2021	03/11/2021	03/13/2021	ST	\$ 2,497.44	011420730051320	NUR-1210-151	Mental Health Nursing	
Boughton, Christina A.	NUR 1210-155	01/14/2021	03/11/2021	03/13/2021	ST	\$ 2,497.44	011420730051320	NUR-1210-155	Mental Health Nursing	
Bray, Kristal A.	ALH 1214-150 Lab/Clinical	01/14/2021	03/11/2021	03/13/2021	ST	\$ 4,177.95	011420730051320	ALH-1214-150	Certified Nursing Assistant	
Brittingham, Rose M.	ENG 0909-101	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011520650051320	ENG-0909-101	English Lab	
Brittingham, Rose M.	ENG 0900-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,226.00	011520650051320	ENG-0900-100	Basic Composition II	
Brittingham, Rose M.	ENG 0909-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011520650051320	ENG-0909-100	English Lab	
Brown, Jerry A.	MGT 2220-80 Independent Study	01/14/2021	05/22/2021	05/22/2021	ST	\$ 300.00	011220570051320	MGT-2220-80	Principles of Supervision	
Caley Opsal, Susan M.	BIO 1008 Lecture/Seminar/Lab 1st Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011220570051340			
Carboni, Christian J.	IMT 1220-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,580.00	011320410051320	IMT-1220-300	Rigging Systems	
Carboni, Christian J.	IMT 1220-301	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,580.00	011320410051320	IMT-1220-301	Rigging Systems	
Carey, Lauri L.	BIO 1003 Lecture 1st Time Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011220570051340			
Castaneda, Craig A.	BIO 1008-371	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,415.00	011120570051320	BIO-1008-371	Anatomy & Physiology II	
Castaneda, Craig A.	BIO 1008 First Time Online	01/14/2021	05/22/2021	05/22/2021	ST	\$ 805.00	011120570051320			
Cherpeske, Roxanne G.	Program Coordinator	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,577.00	011420410051310			
Cherpeske, Roxanne G.	THM 1214-01	01/14/2021	05/22/2021	05/22/2021	ST	\$ 5,325.80	011420410051310	THM-1214-01	Therapeutic Massage Tech II	
Chianakas, Joseph L.	SPH 1001-103	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,115.00	011120650051320	SPH-1001-103	Fundamentals of Speech	
Chianakas, Joseph L.	SPH 1001-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,115.00	011120650051320	SPH-1001-100	Fundamentals of Speech	
Collins, Bret E.	CSN 2260-370	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,709.00	011320410051320	CSN-2260-370	Network Routing	
Collins, Bret E.	CSN 1225-371	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,709.00	011320410051320	CSN-1225-371	Core Networking Technologies	
Collins, Bret E.	CSN 1225-370	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,709.00	011320410051320	CSN-1225-370	Core Networking Technologies	
Collins, Bret E.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 774.00	011320410051320			
Collins, Bret E.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 774.00	011320410051320			
Corrigan, Kevin J.	GEG 1005-370	01/14/2021	05/22/2021	05/22/2021	ST	\$ 3,753.00	011120570051320	GEG-1005-370	Introduction To Astronomy	
Czubachowski, Brandon L.	MUP 1004-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011120650051320	MUP-1004-300	Jazz Ensemble	
Dickey, Lisa K.	ECE 2203-150	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,968.00	011220650051320	ECE-2203-150	Supervision and Administration	
Dickey, Lisa K.	ECE 1204-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,226.00	011220650051320	ECE-1204-100	DAP Infants/Toddlers/Two's	
Dove, Christine E.	SOC 1000 598/798	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011120650051320	SOC-1000-598	Introduction To Sociology	
Dove, Christine E.	SOC 1000-105	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011120650051320	SOC-1000-105	Introduction To Sociology	
Dove, Christine E.	SOC 1000 599/799	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011120650051320	SOC-1000-599	Introduction To Sociology	
Dzurisin, Juliana M.	ALH 1214-650/651	01/14/2021	03/11/2021	03/13/2021	ST	\$ 4,427.50	011420730051320	ALH-1214-650	Certified Nursing Assistant	
Dzurisin, Juliana M.	ALH 1214-651 Lab/Clinical	01/14/2021	03/11/2021	03/13/2021	ST	\$ 4,177.95	011420730051320	ALH-1214-651	Certified Nursing Assistant	
Eccles, Kimberly A.	CSN 1200-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 3,006.50	011320410051320	CSN-1200-100	Using Internet/World Wide Web	
Fess, Frederick E.	ELT 1203-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,293.50	011320410051320	ELT-1203-300	Industrial Instrumentation	

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Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Fogle, Kyle K.	HPE 1004-101	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,484.00	011120570051320	HPE-1004-101	First Aid	
Fogle, Kyle K.	BION 1008-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,669.50	011120570051320	BION-1008-300	Anatomy/Physiology II Night Lab	
Fogle, Kyle K.	BION 1008 First Time Online	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011120570051320			
Fox, Amber R.	ACT 1240 ACT 2230 1st Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Fox, Amber R.	BUS 2260 Lecture/Lab 1st Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Frahm, Jeannette M.	SFC 1000-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,660.00	011120650051320	SFC-1000-100	Strategies for College	
Garrison, David M.	Advisory Panel - Transitional Math Grant	08/14/2020	12/16/2020	01/16/2021	ST	\$ 100.00	061520521751900			
Greve, Mary A.	Phlebotomy Program Coordinator	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,175.00	011420730051320			
Greve, Mary A.	ALH 1250-300 Lecture	01/14/2021	03/11/2021	03/13/2021	ST	\$ 2,175.00	011420730051320	ALH-1250-300	Principle/Practice Phlebotomy	
Groleau, Ronald W.	BIO 1200-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,502.00	011120570051320	BIO-1200-100	Human Body Structure & Function.	
Groleau, Ronald W.	BIO 1200-101	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,502.00	011120570051320	BIO-1200-101	Human Body Structure & Function.	
Groleau, Ronald W.	Advisory Panel - Transitional Math Grant	08/14/2020	12/16/2020	01/16/2021	ST	\$ 100.00	061520521751900			
Gustafson, Janelle L.	ECE 2005-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,397.00	011220650051320	ECE-2005-100	The Exceptional Learner	
Harlow, Gary D.	IMT 1207-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,855.00	011320410051320	IMT-1207-300	Pipefitting	
Hartford, Carmen N.	BIO 2002 BIO 1008 Lecture/Seminar 1st Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011220570051340			
Henkel, Katie J.	DLA 2204-170	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011420410051310	DLA-2204-170	Dental Radiography II	
Henkel, Katie J.	DLA 2204-151	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,335.60	011420410051310			
Henkel, Katie J.	DLAL 2204-01/02/03	01/14/2021	05/22/2021	05/22/2021	ST	\$ 3,561.60	011420410051310	DLAL-2204-01	Dental Radiography Lab I	
Henkel, Katie J.	DLA 1208-151	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,929.20	011420410051310	DLA-1208-151	Prevention II - Coronal Scaling	
Henkel, Katie J.	DLA 1208-150	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,929.20	011420410051310	DLA-1208-150	Prevention II - Coronal Scaling	
Henkel, Katie J.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011420410051310			
Henkel, Katie J.	DLA 2205-150	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,335.60	011420410051310	DLA-2205-150	Expanded Functions I	
Hermes, Kevin M.	CRJ 2040 CRJ 2250 Lecture 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Hinterlong, James E.	BUL 2000-170	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,502.00	011120570051320	BUL-2000-170	The Legal Environment of Business	
Jauch, Christian M.	CSI 1002-100 Introduction to Business	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,905.00	011120410051320	CSI-1002-100	Intro To Business Computer Systems	
Jauch, Christian M.	CSI 1002-01 Introduction to Business	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,905.00	011120410051320	CSI-1002-01	Intro To Business Computer Systems	
Johll, Matthew E.	CHM 1007 Seminar 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011220570051340			
Johnson, D Scott	Program Coordinator	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,226.00	011320410051320			
Johnson, D Scott	HVC 2210-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,597.00	011320410051320	HVC-2210-300	Advanced Heating	
Johnson, D Scott	HVC 1240-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,597.00	011320410051320	HVC-1240-300	Design Installation/Serviceing	
Killian, Melissa J.	Addendum 35 Sessions	01/03/2021	01/16/2021	01/16/2021	AD	\$ 2,063.95	013230030851540			
Kusek, Karl K.	ELE 1206-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,012.50	011320410051320	ELE-1206-300	Electrical Wiring	
Lambolely, Wendy L.	THM 1202-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 5,146.00	011420410051310	THM-1202-300	Musculoskeletal System	
Landgraf, Tammy L.	ECE 2202 1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Landgraf, Tammy L.	ECE 2219 1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Lau, Michael F.	PSY 1000-707	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,502.00	011120650051320	PSY-1000-707	General Psychology	
Leonard, Bryan D.	CHM 1004-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 3,753.00	011120570051320	CHM-1004-100	Chemistry	
Lockwood, Dawn A.	EDC 1203-170	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,577.00	011120650051320	EDC-1203-170	Educational Technology	
Lockwood, Dawn A.	Website Development - Transitional Math Grant	08/14/2020	12/16/2020	01/16/2021	ST	\$ 300.00	061520521751900			
Loveland, Aseret N.	Advisory Panel - Transitional Math Grant	08/14/2020	12/16/2020	01/16/2021	ST	\$ 100.00	061520521751900			
Lynch, Kevin R.	WLD Series 312	01/14/2021	04/27/2021	05/08/2021	ST	\$ 1,762.50	011320410051320			
Lynch, Kevin R.	Multi-Preps 312	01/14/2021	04/27/2021	05/08/2021	ST	\$ 352.50	011320410051320			
Malavolti, Steven O.	ELE 1206-01	01/16/2021	05/22/2021	05/22/2021	ST	\$ 2,012.50	011320410051320	ELE-1206-01	Electrical Wiring	

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Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Mandujano, James E.	CRJ 2050-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,415.00	011120570051320	CRJ-2050-100	Issues in Criminal Justice	
Mandujano, James E.	1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	ST	\$ 805.00	011220570051320			
Mandujano, James E.	CRJ 2260-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,415.00	011220570051320	CRJ-2260-100	Police Community Relations	
Mandujano, James E.	CRJ 2050 1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	ST	\$ 805.00	011120570051320			
Mangold, Richard F.	SOC 1002 1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Mangold, Richard F.	PSY 2006 1st Time Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Mills, Jennifer P.	MUS 1000-500	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011120650051320	MUS-1000-500	Music Appreciation	
Moskalewicz, James P.	Addendum 35 Sessions	01/03/2021	01/16/2021	01/16/2021	AD	\$ 2,695.90	013230030851540			
Mott, Willard D.	AGR 1003 AGR 1206 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Mott, Willard D.	AGR 1001 AGR 1214 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Nickel, Paul A.	WLD Series 04	01/14/2021	03/11/2021	03/13/2021	ST	\$ 2,012.50	011320410051320			
Nickel, Paul A.	Multi-Preps 04	01/14/2021	03/11/2021	03/13/2021	ST	\$ 402.50	011320410051320			
Phillips, Michael A.	GEL 1009 GEL 1006 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Prine, Renee M.	Addendum 14 Sessions	01/03/2021	01/16/2021	01/16/2021	AD	\$ 903.28	013230030851540			
Pytel, Kyle E.	Driver Improvement - LaSalle County	01/09/2021	01/09/2021	01/16/2021	ST	\$ 175.00	014110394251320	CDV-6000-01	LaSalle County Driver Improvement	
Radek, Kimberly M.	GEN 2000 First Time Online	08/14/2020	12/16/2020	05/22/2021	OV	\$ 720.00	011120650051340			
Reese, Robert C.	BUS 2210 Business Internship 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011220570051340	BUS 2210		
Retoff, Dan J.	ALH 1030-01 Lecture	01/14/2021	05/22/2021	05/22/2021	ST	\$ 1,668.00	011420730051320	ALH-1030-01	Yoga	
Robson, Dolph M.	Multi-Preps 311	01/14/2021	04/27/2021	05/08/2021	ST	\$ 344.00	011320410051320			
Robson, Dolph M.	WLD Series 311	01/14/2021	04/27/2021	05/08/2021	ST	\$ 1,720.00	011320410051320			
Roether, Jenilyn E.	MUP 1001-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 838.46	011120650051320	MUP-1001-300	Collegiate Chorale	
Ruda, Anthony J.	HPE 2021 Lecture 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011220570051340			
Sarsah, Dominic K.	PHY 2002 Lecture/Seminar 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Sarsah, Dominic K.	PHY 1001 Lecture/Seminar 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Sarsah, Dominic K.	PHY 2004 Lecture/Seminar 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Schneider, Gregg A.	Driver Improvement - Bureau & Putnam County	01/09/2021	01/09/2021	01/16/2021	ST	\$ 140.00	014110394351320	CDV-7000-02	Bureau & Putnam County Driver Improvement	
Schuerman, Patrick	ELE 1220-350	01/14/2021	03/11/2021	03/13/2021	ST	\$ 774.00	011320410051320	ELE-1220-350	Electrical Safety	
Seebrock, Kathryn J.	AGR 1004 Lecture/Lab 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Seebrock, Kathryn J.	AGR 1215 AGR 1217 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Serafini, Richard J.	FIN 1200 ACT 2222 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Serafini, Richard J.	ACT 1010 ACT 1020 1st Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			
Smith, Mary H.	CAD 1203-350	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,075.00	011320410051320	CAD-1203-350	Electronics Drafting	
Smith, Mary H.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 830.00	011320410051320			
Smith, Paul C.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 774.00	011320410051320			
Smith, Paul C.	WED 2200-350	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011320410051320	WED-2200-350	Welding Blueprint Reading	
Smith, Paul C.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 774.00	011320410051320			
Smith, Paul C.	CAD 2204-350	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,709.00	011320410051320	CAD-2204-350	Geometric Dimension & Tolerance	
Smith, Paul C.	MET 1200-350	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,322.00	011320410051320	MET-1200-350	Inspect, Measurement & Quality	
Spanbauer, Jeffrey A.	ANT 1002 First Time Online Offering	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Sproul, Ethan A.	First Time Teaching Blended	01/14/2021	05/22/2021	05/22/2021	ST	\$ 742.00	011320410051320			
Sproul, Ethan A.	CSN 2250-350	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,040.50	011320410051320	CSN-2250-350	Specialty Servers	
Swett, Steven A.	ALH 1221-300 Lecture	01/14/2021	03/11/2021	03/13/2021	ST	\$ 1,001.00	011420730051320	ALH-1221-300	Industrial First Aid	
Swett, Steven A.	MKT 1220-80 Independent Study	01/14/2021	05/22/2021	05/22/2021	ST	\$ 300.00	011220570051320	MKT-1220-80	Sales/Retailing	

27

Stipends For Pay Period 01/16/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Tomasson, Cory J.	SPH 1204 First Time Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011120650051340			
Tyne, Gerald R.	HIS 1001-100	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,064.00	011120650051320	HIS-1001-100	History Western Civilization II	
Whaley, Philip A.	MUP 1002-300	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,115.00	011120650051320	MUP-1002-300	Wind Ensemble	
Yong, Promise K.	CHM 2003 Lecture/Seminar 1st Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011220570051340			

\$ 234,474.59

*Kathy Ross*

Kathy Ross  
Controller

*Jerry Corcoran 2/1/2021*

Dr. Jerry Corcoran  
President

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



**Faculty Tenure Recommendation – Kevin Hermes, Criminal Justice Instructor**

Dr. Deborah Anderson, Vice President for Academic Affairs, Bonnie Campbell, Associate Vice President for Academic Affairs and Ron Groleau, Dean of Natural Sciences & Business have completed their evaluations of Kevin Hermes, Criminal Justice Instructor. The tenure recommendation is attached.

**Recommendation:**

**The administration recommends the approval of tenure for Kevin Hermes, Criminal Justice Instructor, as presented.**

KPI 5: District Population Served



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

# Memorandum

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**To:** Jerry Corcoran, Ed.D, President  
**From:** Deborah Anderson, PhD, Vice-President for Academic Affairs *da*  
Bonnie Campbell, Associate Vice-President for Academic Affairs *bc*  
**CC:** Ron Groleau, Dean for Natural Sciences and Business  
**Date:** January 29, 2021  
**Subject:** Kevin Hermes Tenure Recommendation

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It is customary that individuals eligible for tenure present their portfolios 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 Mr. Hermes met all requirements prior to his eligibility date, he met with Dr. Anderson, Associate Vice President Campbell, and Dean Groleau for the initial presentation of his portfolio on November 12, 2020. In addition to evaluation documents, items of recognition, student course feedback, professional development, community service, and examples of contributions to the institution, Mr. Hermes' portfolio included artifacts from his classroom as evidence of student learning.

Mr. Hermes' accomplishments include the development and implementation of curriculum, including online curricula, in criminal justice, the creation of short-term certificates in criminal justice, the reinvigoration of the student club for criminal justice students, and extensive community outreach to the criminal justice community in the Illinois Valley. Of all of his accomplishments, Dean Groleau notes, "All students are included in the learning process. Kevin ensures that all comments are heard and respected. The classroom environment created stimulates participation and active learning."

Dean Groleau, Associate Vice President Campbell, and Dr. Anderson were in unanimous agreement that Mr. Hermes meets the requirements for tenure outlined in the IVCC Guidelines for Non-tenured Faculty Evaluation System.

We look forward to Mr. Hermes sharing his portfolio and celebrating his success with the Board of Trustees at the February 11, 2021 meeting.

**Recommendations for Tenure  
In A Teaching Position at  
Illinois Valley Community College**

Kevin Hermes is being recommended for tenure in his position as a criminal justice instructor and program coordinator at Illinois Valley Community College. This tenure appointment will commence in the fall 2021 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

Kevin has a student-centered approach to instruction. He spent thirty plus years with the Chicago Police Department and does an excellent job of bringing real world experiences into the classroom. Kevin's style is to get students involved in each class session using a participatory style. Material is introduced and questions are asked to generate discussion and dialogue. All students are included in the learning process. Kevin ensures that all comments are heard and respected. The classroom environment created stimulates participation and active learning. Kevin is also a master on-line instructor. Courses are designed extremely well and include a weekly folder, reading and writing assignments, and participation and review of discussion board postings. A paper is also required for each course designed to have students research and write about current issues in criminal justice such as ethics. Kevin's comprehensive approach to using a variety of instructional techniques ensures that students receive excellent instruction addressing a variety of learning styles.

2. Contributions to the College:

Kevin has participated in all Division meetings. He has strong work relationships with many of the IVCC faculty, staff, students, and administration. Kevin has conducted high school recruitment visits and has worked closely with the IVCC Admissions office with recruitment. In addition, Kevin has been involved in the following college activities:

- Faculty advisor for the IVCC Criminal Justice Association
- Member of the Curriculum Committee
- Member of the hiring committee for an IVCC librarian
- Participant in the IVCC New Faculty Orientation
- Presenter for "Effective On-line Course Design" for the full-time faculty in-service

In addition, Kevin has developed new course offerings including CRJ 2250: Ethics in Criminal Justice and CRJ 1251: Drugs Across America Seminar. New certificate offerings have also been approved in Criminology, Social Justice, and Forensic Science.

3. Contributions to the Community:

The Criminal Justice Association (CJA) student organization has been completely revamped under Kevin's leadership. A new mission statement and constitution were created along with organizational goals to include community involvement. The CJA fundraising efforts resulted in \$544.00 worth of toys being donated to the LaSalle County Toy Drive in 2018. Students personally did the shopping to maximize each dollar spent.

The CJA has also donated money to the LaSalle County Coroner and the Jane Doe Case. In a team effort with the IVCC Chemistry Club and Dr. Matt Johll, efforts continue with DNA analysis in an attempt to solve the case.

Kevin also represented IVCC as a presenter leading a round table discussion at the 2019 National Institute for Staff and Organizational Development Conference in Austin, Texas. Discussion centered on community college CRJ education contributing toward systemic issues among America's police.

4. Professional Involvement:

Kevin is a member of the following organizations:

- Academy of CRJ Sciences – Community College Section
- American Society of Criminology
- Midwest Criminal Justice Association

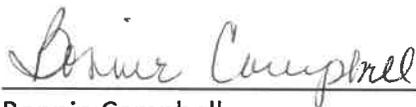
It is with much pleasure that we recommend Kevin for tenure. He has been an excellent addition to the Natural Sciences and Business division at Illinois Valley Community College.



Ron Groleau  
Dean of Natural Sciences and Business

2-3-21

Date



Bonnie Campbell  
Associate Vice President for Academic Affairs

2-3-21

Date



Dr. Deborah Anderson  
Vice President for Academic Affairs

2-3-21

Date

**Faculty Tenure Recommendation – Amber Fox, Accounting Instructor**

Dr. Deborah Anderson, Vice President for Academic Affairs, Bonnie Campbell, Associate Vice President for Academic Affairs and Ron Groleau, Dean of Natural Sciences & Business have completed their evaluations of Amber Fox, Accounting Instructor. The tenure recommendation is attached.

**Recommendation:**

**The administration recommends the approval of tenure for Amber Fox, Accounting Instructor, as presented.**

KPI 5: District Population Served



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

# Memorandum

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**To:** Jerry Corcoran, Ed.D, President  
**From:** Deborah Anderson, PhD, Vice-President for Academic Affairs *da*  
Bonnie Campbell, Associate Vice-President for Academic Affairs *BC*  
**CC:** Ron Groleau, Dean for Natural Sciences and Business  
**Date:** January 29, 2021  
**Subject:** Amber Fox Tenure Recommendation

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It is customary that individuals eligible for tenure present their portfolios 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 Ms. Fox met all requirements prior to her eligibility date, she met with Dr. Anderson, Associate Vice President Campbell, and Dean Groleau for the initial presentation of her portfolio on November 13, 2020. In addition to evaluation documents, items of recognition, student course feedback, professional development, community service, and examples of contributions to the institution, Ms. Fox's portfolio included artifacts from her classroom as evidence of student learning.

Ms. Fox's accomplishments include the development of a 3+1 articulation agreement in Accounting with Franklin University, the introduction of active-learning projects and activities in accounting, including the use of a business simulation tool, and the development of internal controls for the MIMIC projects. Of all of her accomplishments, Dean Groleau notes, "Amber's instructional approach results in active learning for all students enrolled in her classes."

Dean Groleau, Associate Vice President Campbell, and Dr. Anderson were in unanimous agreement that Ms. Fox meets the requirements for tenure outlined in the IVCC Guidelines for Non-tenured Faculty Evaluation System.

We look forward to Ms. Fox sharing her portfolio and celebrating her success with the Board of Trustees at the February 11, 2021 meeting.

**Recommendations for Tenure  
In A Teaching Position at  
Illinois Valley Community College**

Amber Fox is being recommended for tenure in her position as an accounting instructor and program coordinator at Illinois Valley Community College. This tenure appointment will commence in the fall 2021 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

High energy comes to mind when describing Amber's teaching style. She puts everything she has into each of her classes. Amber places students first where teaching and learning is concerned. She understands that the principles of accounting must be related to her students' future courses of study as well as their everyday lives. Amber's use of sound teaching techniques motivates student learning. These techniques include interactive presentations, modeling, guided and independent practice. Effort is continually made to accomplish active learning. An example of this is observed in Amber's use of Monopoly to have students practice and understand important methods and practices in accounting. Amber is also a master online course instructor. Video presentations, discussion boards, and multiple measures of assessment are a few of the important components of her online courses. Amber's instructional approach results in active learning for all students enrolled in her classes.

2. Contributions to the College:

Amber has participated in all Division meetings. She has strong work relationships with many of the IVCC faculty, staff, students, and administration. Her working relationship with co-program coordinator, Rick Serafini, and Business instructor, Bob Reese, have been excellent. Amber has conducted high school recruitment visits and has worked closely with the IVCC Admissions office. Her open house promoting IVCC's partnership with Franklin University has drawn students to the IVCC accounting program. In addition, Amber has been involved in the following college activities:

- MIMIC Instructor
- Member of the General Education Committee
- Member of the Economics Instructor Hiring Committee
- Participant in the IVCC New Faculty Orientation
- Participant in the Annual IVCC Etiquette Dinner

In addition, Amber played a leadership role in the updating of IVCC Basic and Advanced Accounting Certificates. Scheduling of course offerings were changed to better meet student needs and to enhance their learning experience.

3. Contributions to the Community:

Amber is a MIMIC instructor in which community members are invited to attend and experience the work conducted and products made for the Annual MIMIC Fair.

Amber is a member of the Bureau County Mounted Search and Rescue. The purpose of this organization is to assist on call-outs by the Bureau County Police in which mounted horseback personnel may be needed.

Amber is a volunteer coach at CrossFit56 in Princeton, Illinois. She works with adults to improve proper exercise and weightlifting techniques in order to enhance overall personal fitness.

Amber is the past treasurer for the Illinois Valley Volleyball Officials Association.

4. Professional Involvement:

Amber will become a member of the American Payroll Association in the Spring of 2021. She is an active member of the Malden Grade School Booster Club. Amber is also a past member of the Illinois Valley Officials Association.

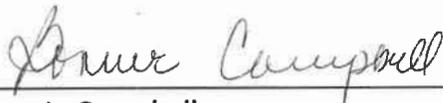
It is with much pleasure that we recommend Amber for tenure. She has been an excellent addition to the Natural Sciences and Business division at Illinois Valley Community College.



Ron Groleau  
Dean of Natural Sciences and Business

2-3-21

Date



Bonnie Campbell  
Associate Vice President for Academic Affairs

2-3-21

Date



Dr. Deborah Anderson  
Vice President for Academic Affairs

2-3-21

Date

**Faculty Tenure Recommendation – Jessie Boussein, Nursing Instructor**

Dr. Deborah Anderson, Vice President for Academic Affairs, Bonnie Campbell, Associate Vice President for Academic Affairs and Dr. Jennifer Grobe, Director of Nursing Programs have completed their evaluations of Jessie Boussein, Nursing Instructor. The tenure recommendation is attached.

**Recommendation:**

**The administration recommends the approval of tenure for Jessie Boussein, Nursing Instructor, as presented.**

KPI 5: District Population Served



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

# Memorandum

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**To:** Jerry Corcoran, Ed.D, President  
**From:** Deborah Anderson, PhD, Vice-President for Academic Affairs *da*  
Bonnie Campbell, Associate Vice-President for Academic Affairs *BC*  
**CC:** Jennifer Grobe, Director of Nursing Programs  
**Date:** January 20, 2021  
**Subject:** Jessie Bouxsein Tenure Recommendation

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It is customary that individuals eligible for tenure present their portfolios 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 Ms. Bouxsein met all requirements prior to her eligibility date, she met with Dr. Anderson, Associate Vice President Campbell, and Dr. Grobe for the initial presentation of her portfolio on January 11, 2021. In addition to evaluation documents, items of recognition, student course feedback, professional development, community service, and examples of contributions to the institution, Ms. Bouxsein's portfolio included artifacts from her classroom as evidence of student learning.

Ms. Bouxsein's accomplishments include her commitment to the Nursing students (as exhibited by her taking on additional clinical and seminar sessions above and beyond her load throughout her first three years). Of all of her accomplishments, Dean Hogue, prior to her retirement, noted that Ms. Bouxsein "creates a classroom atmosphere where students are engaged, relaxed and willing to participate. She sees the individuality in each student and assists each to perform at their best."

Dr. Grobe, former Dean Hogue, Associate Vice President Campbell, and Dr. Anderson were in unanimous agreement that Ms. Bouxsein meets the requirements for tenure outlined in the IVCC Guidelines for Non-tenured Faculty Evaluation System.

We look forward to Ms. Bouxsein sharing her portfolio and celebrating her success with the Board of Trustees at the February 11, 2021 meeting.

**Recommendation for Tenure  
In a Teaching Position at  
Illinois Valley Community College**

Jessie Bouxsein is being recommended for tenure in her position as a Nursing Instructor at Illinois Valley Community College. This tenure appointment will commence with the fall 2021 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

Jessie Bouxsein began her teaching experience at IVCC as an adjunct faculty member, instructing clinical groups in the hospital and college settings in May of 2018. She applied for a full-time tenure track Nursing Instructor position in Spring of 2018 and was hired by committee at that time. She began teaching full-time in the Fall of 2018. Jessie spent a great deal of her time employed as a traveling nurse before she settled down at IVCC. Her traveling experiences across the country in many different hospital settings add a wealth of knowledge that she can use to augment her nursing instruction.

Jessie cares about her students and their outcomes. She challenges her students to critically think versus memorize. She creates a classroom atmosphere where students are engaged, relaxed and willing to participate. She sees the individuality in each student and assists each to perform at their best. Currently, Jessie performs lecture, as well as clinical and lab based instruction.

2. Contribution to the College:

As a result of Jessie Bouxsein's active participation in committees and teams, she has demonstrated her commitment to the Nursing Division. She extends herself to assist students through involvement in division and College wide initiatives. The following list illustrates examples of her participation:

- Active participant in Nursing Division Meetings
- Participant in New Faculty Orientation class
- Active participant in weekly Nursing Faculty Meetings
- Active participant in rotating committee to review Nursing Appeals
- Actively participates in the Career Expo held every year in the Spring.
- Attended a Nursing "Boot Camp" for Nursing instructors and brought back eight pages of information useful to her peers and the changes in NCLEX testing approaches.
- Participates in Convocation and Commencement ceremonies every year.

Jessie experienced a life altering personal loss shortly following her start as a full-time faculty member. In addition to dealing with her loss, she has volunteered multiple times to instruct additional clinical and seminar sections, above and beyond her load, as her peers also dealt with their own personal losses that took them temporarily away from their commitments. Jessie is a quiet and calm individual that hides a mind that is always thinking. These characteristics become useful tools when faced with a chaotic clinical experience. She has the sole care of her daughter, and accomplishes this with grace and goodness. Ila is a wonderful almost 3-year-old to be around.

3. Contributions to the Community:

Jessie recognizes the value in community involvement to both the College and to her family. In addition to investing herself in all that has been described above. Jessie has participated in the following community events:

- Active participant in annual Nursing/CNA Advisory Council
- Is currently employed part-time at St. Margaret's Hospital in Spring Valley, IL giving care to COVID clients as well as other medical/surgical clients.
- Is a member of Teach Outdoors and is a part of their Scholarship Committee.

4. Professional Involvement:

Jessie's professional involvement focuses on increasing her knowledge in nursing education and in trauma nursing which will ultimately enhance her teaching practice, interaction with students, and evaluation of student performance in the classroom and clinical settings. The following is a listing of professional organizations and activities she is involved with:

- Member of the National Association of Associate Degree Nursing
- Member of the Illinois Association of Associate Degree Nursing
- Member of the National League for Nursing
- Maintains certification in Advanced Cardiovascular Life Support (ACLS), Basic Life Support (BLS).
- Maintains an active Registered Nursing License through IDFPR by obtaining 2 hours of continuing education every 2 years.

Jessie Bouxsein has proven herself to be a dedicated instructor who exemplifies the Mission, Vision, and Core Values of Illinois Valley Community College. Jessie is an asset to both the Nursing Program and Illinois Valley Community College.

  
\_\_\_\_\_  
Dr. Jennifer Grobe  
Director of Nursing Programs

02/03/21  
Date

  
\_\_\_\_\_  
Bonnie Campbell  
Associate Vice President for Academic Affairs

2-3-21  
Date

  
\_\_\_\_\_  
Dr. Deborah Anderson  
Vice President for Academic Affairs

2-3-21  
Date

**Resolution Designating the Fiscal Year**

The administration requests Board authorization to designate a fiscal year. In keeping with past practice, the recommended fiscal year would be from July 1, 2021 to June 30, 2022. The following resolution and budget calendar are therefore presented for Board consideration.

**Recommendation:**

**The administration recommends the Board take the following action:**

- 1. Adopt the resolution designating the fiscal year be from July 1, 2021 to June 30, 2022;**
- 2. Approve the budget calendar, as presented.**

KPI 6: Resource Management

RESOLUTION TO DESIGNATE A FISCAL YEAR

RESOLUTION

\_\_\_\_\_ moved, seconded by \_\_\_\_\_,  
that the fiscal year of Illinois Valley Community College, District No. 513, Counties of  
LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston, in the State of  
Illinois, be July 1, 2021 to June 30, 2022.

ADOPTED this 11<sup>th</sup> day of February, 2021.

\_\_\_\_\_  
Chair, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

ILLINOIS VALLEY COMMUNITY COLLEGE

BUDGET CALENDAR — FY2022

- February 11, 2021 - Resolution to Designate a Fiscal Year
- July 8, 2021 - Resolution to Adopt Tentative Budget  
Notice of Public Hearing
- July 12, 2021 - Budget Available for Public Inspection
- July 12, 2021 - Notice of Public Hearing Published
- August 12, 2021 - Public Hearing — 6:30 p.m.  
Resolution to Adopt Budget

**Course Fees/Adjustments:**

Course fees are reviewed annually by Program Coordinators and Deans using the approved Course Fee Guidelines. A copy of the current course fee guidelines is attached along with a copy of the proposed fee changes for FY22.

As per the Guidelines, courses taught in a dedicated instructional computer lab will have a technical support fee included in the final course fee. Based on expenditures to support computers in instructional labs, the FY22 lab component of the course fee has been calculated at \$5.00 per credit hour, which is unchanged from FY20.

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

There are currently 355 active courses with approved course fees. This recommendation is to change 100 course fees: 81 increases, 12 new courses, 1 decrease, removal of course fees from 5 existing courses, plus the assignment of a course fee to one existing course.

**Recommendation:**

**The administration recommends changing 100 course fees: 81 increases, 12 new courses, 1 decrease, removal of course fees from 5 courses, plus the assignment of a course fee to 1 existing course as presented in the attached document.**

KPI 6: Resource Management

## Course Fee Guidelines

### Qualifying Expenses

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

Per course section

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

Per credit hour

6. Technical support of instructional computer labs

Per student

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

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

### Calculation of Fees

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

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

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

### Review and Adjustment of Fees

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

**IVCC COURSE FEES**

Course	Title	Credits	Fees								Proposed 2021-22 Fees	Rationale for Increases over \$10
			2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21			
AGR 1003	Introduction to Animal Science	4.0								45	50	
AGR 1206	Precision Agriculture	4.0				50				60	65	
AGR 1209	Crop Production and Management	3.0								25	30	
AGR 1217	Soil Fertility and Fertilizers	3.0						25		35	40	
AGR 1218	Crop Pest Management	3.0								25	35	
ATO 1210	Basic Gas Engines	5.0	85							95	105	
ATO 1220	Basic Automotive Electricity	3.0	85							95	105	
ATO 1240	Power Trans. And Manual Trans.	3.5	85							95	105	
ATO 1250	Engine Performance	3.0	85							95	105	
ATO 1260	Steering and Suspension Systems	4.5	85							95	105	
ATO 2200	Brake Systems	5.0	85							95	105	
ATO 2210	Advanced Engine Performance & Driveability	5.0	85							95	105	
ATO 2220	Fuel Systems & Emission Controls	4.5	85							95	105	
ATO 2230	Automatic Transmissions/Trans-Axles	4.5	85							95	105	
ATO 2240	Automotive Accessories	3.0	85							95	105	
ATO 2250	Heating and Air Conditioning	4.5	85							95	105	
ATO 2260	Advanced Drivelines	3.0	85							95	105	
ATO 2270	Automotive Service	4.0	85							95	105	
ATO 2280	Computerized Engine Controls	3.0	85							95	105	
CMA 1210	Medical Assisting Skills III	3.0									150	Increased lab hours and cost of instructional supplies after first year of the program.
CMA 1240	Medical Assisting Skills III	8.0								150	280	Increased lab hours and cost of instructional supplies after first year of the program.
CMA 1250	Medical Assisting Skills IV	4.0								90	150	Cost of instructional supplies after first year of the program.
CSC 1201	Managing Information Security	3.0								10	60	
CSC 2200	Digital Forensics	3.0								10	60	
CSC 2201	Ethical Hacking I	3.0								10	60	This adjustment is necessary after an examination of needs for this new program. Fees will mostly cover forensic software.
CSC 2202	Cybersecurity Scripting	3.0								10	60	
CSC 2203	Computer Ethics	3.0								10	60	
CSC 2204	Security+	3.0								10	60	
CSC 2205	Ethical Hacking II	3.0								10	60	
CSC 2206	CySA+	3.0									60	New course. Rationale is the same for the other CSC courses.
CSI 1002	Intro To Business Computer Systems	3.0	18								20	
CSM 1209	Management Information Systems	3.0	64	23							25	
CSM 2240	Office Management	3.0	32	23							25	
CSN 1200	Using Internet and The World Wide Web	3.0	32	23							25	
CSN 1201	Web Page Development & HTML	3.0	32	23							25	
CSN 1202	Web Site Development	3.0	32	23							25	
CSP 1203	Microsoft Office Professional I	3.0	32	23							25	
CSP 1210	Basic Computer Skills for the Workplace	1.0	27	13							15	
CSP 1230	Computer Keyboarding Applications	2.0	26	18							15	
CSP 1231	Adv Keyboarding/Document Formatting	3.0	32	23							25	
CSP 2203	Microsoft Office Professional II	3.0	32	23							25	
CSP 2204	Microsoft Office Professional III	3.0	32	23							25	
CSS 1210	Comprehensive Excel	3.0	32	23							25	
CSS 2200	Advanced Excel	1.0	21	13							15	
DLA 1216	Dental Administrative Assistant	1.0									10	
DLA 1226	Dental Software	2.0									120	Fees will cover software for these new courses.
DLA 1229	Medical Emergencies in the Dental Office	1.0									50	
DLA 2205	Expanded Functions	1.5			70					45	37	47
EMS 2210	Paramedic I - Intro to Paramedicine	4.0	275		285						0	These courses are no longer offered. Replaced by the following new EMS courses.
EMS 2213	Paramedic IV - Medical Emergencies I	3.0	132		142						0	
EMS 2216	Paramedic VII - Shock/Trauma	3.0	226		236						0	
EMS 2220	Paramedic I	11.5									285	These new courses replace the previous EMS Paramedic courses. The fees are taken directly from the previous course to cover reimbursable expenses for the program.
EMS 2221	Paramedic Practicum I	3.0									142	
EMS 2230	Paramedic II	8.5									236	
EMS 2231	Paramedic Practicum II	3.5									10	
EMS 2240	Paramedic III	4.5									10	
EMS 2241	Paramedic Practicum III	2.0									10	
HPE 1004	First Aid	2.0	42	43	45	50				55	60	
HVC 1210	Basic Heating	3.0	47							57	67	
HVC 1220	Basic Refrigeration	3.0	47				57			67	77	
HVC 1230	Sheet Metal Fabrication	3.0	47				57			67	77	
MTH 1206	Technical Mathematics I	3.0					18				0	No longer taught in math learning center.
MTH 1216	Technical Mathematics II	2.0					11				0	No longer taught in math learning center.

**IVCC COURSE FEES**

Course	Title	Credits	2014-15 Fees	2015-16 Fees	2016-17 Fees	2017-18 Fees	2018-19 Fees	2019-20 Fees	2020-21 Fees	Proposed 2021-22 Fees	Rationale for Increases over \$10
WLD 1200	SMAW Mild Steel, Flat Position	2.0	109	136					146	196	Increasing WLD student fees to cover lab instructors. For several years there has been a significant shortfall in the program due to lab instructor expenditures. Calculations were done using total lab instructor expenditure divided by total student enrollment. Fifty dollars was added to each course based on this calculation.
WLD 1201	SMAW Mild Steel, Horizontal Position	2.0	109	136					146	196	
WLD 1202	SMAW Mild Steel, Vertical Position	2.0	109	136					146	196	
WLD 1203	SMAW Vertical Down	2.0	109	136					146	196	
WLD 1204	SMAW Mild Steel, Overhead Position	2.0	109	136					146	196	
WLD 1205	Plate, Tig, Flat	2.0	109	136					146	196	
WLD 1206	Plate, Tig, Horizontal	2.0	109	136					146	196	
WLD 1207	Plate, Tig, Vertical	2.0	109	136					146	196	
WLD 1208	Plate, Tig, Overhead	2.0	109	136					146	196	
WLD 1209	GMAW Flat and Horizontal Position	2.0	109	136					146	196	
WLD 1210	GMAW Plate, All Positions	2.0	109	136					146	196	
WLD 1211	GMAW Stainless Steel, All Positions	2.0	129	146					156	206	
WLD 1212	GMAW Non-Ferrous, All Positions	2.0	129	146					156	206	
WLD 1213	GMAW Pipe, All Positions	2.0	139	156					166	216	
WLD 1220	GTAW Mild Steel, All Positions	2.0	109	136					146	196	
WLD 1221	GTAW Stainless Steel, All Positions	1.0	129	146					156	206	
WLD 1222	GTAW Non-Ferrous Alloys, All Positions	2.0	129	146					156	206	
WLD 1230	FCAW Mild Steel, All Positions	2.0	109	136					146	196	
WLD 1231	SMAW Mild Steel, Open Root, All Positions	2.0								206	New course. Rationale for cost is the same as other WLD courses.
WLD 1232	GMAW Open Root, All Positions	2.0								206	New course. Rationale for cost is the same as other WLD courses.
WLD 2200	MIG(wire) Horizontal Plate Arc Welding	2.0	109	136					146	196	Increasing WLD student fees to cover lab instructors. For several years there has been a significant shortfall in the program due to lab instructor expenditures. Calculations were done using total lab instructor expenditure divided by total student enrollment. Fifty dollars was added to each course based on this calculation.
WLD 2201	GMAW Vertical Up	2.0	109	136					146	196	
WLD 2202	GMAW Plate, Overhead Position	2.0	109	136					146	196	
WLD 2203	SMAW Pipe, 2G	2.0	139	156					166	216	
WLD 2204	GTAW Pipe, Mild Steel, All Positions	2.0	80							130	
WLD 2205	Pipe, MIG	2.0	139	156					166	216	
WLD 2206	OAW Gas Welding & Brazing, Flat & Horiz.	2.0	109	136					146	196	
WLD 2207	OAW Gas Welding Vertical, Overhead, Mild Steel Pipe	2.0	109	136					146	196	
WLD 2208	OAW Oxy, Plasma Cutting, Air Carbon Arc	2.0	109	136					146	196	
WLD 2209	Introduction to Fabrication	2.0	129	146					156	206	
WLD 2210	MIG Special Topics	2.0	109	136					146	196	
WLD 2211	OAW Special Topics	2.0	109	136					146	196	
WLD 2213	SMAW Pipe, 5G	2.0	139	156					166	216	
WLD 2220	GTAW (TIG) Mild Steel	2.0	109	136					146	196	
WLD 2223	SMAW Pipe, 6G	2.0	139	156					166	216	
WLD 2230	FCAW Mild Steel	2.0	109	136					146	196	
WLD 2233	SMAW Pipe, 6G, GTAW Root, SMAW Finish	2.0	139	156					166	216	

**Transfer of Funds – Capital Development Board Trust Account**

Following an IVCC Board Facilities Committee meeting, the administration submitted the Air Moisture Infiltration project for ICCB FY22 deferred maintenance funding. The project includes caulking and sealing the exterior precast concrete panels of the original campus buildings. Over the 50-year life of the buildings, the precast panels were sealed approximately 20 years ago using Protection, Health and Safety (PHS) funds.

The total cost of the project is \$2,156,250, with the State providing 75 percent (\$1,617,188) and a local match of \$539,063.

The administration is requesting IVCC board authorization to transfer \$539,063 to a Capital Development Board (CDB) trust account to be established at Midland States Bank. At this point the CDB is asking for a commitment of the funds but the actual transfer would be made when the project has final ICCB approval and IVCC Board approval. The funds would come from excess PHS funds in the restricted operations and maintenance fund.

**Recommendation:**

**The administration recommends Board approval to transfer \$539,063 to a Capital Development Board trust account at Midland States Bank to cover the anticipated local match for the Air Moisture Infiltration deferred maintenance project.**

KPI 6: Resource Management

**Approval of the Certificate: Agricultural Studies**

Willard Mott and Kathryn Seebruck, Agriculture Program Coordinators, and Ron Groleau, Dean of Natural Sciences and Business Division, have been working closely with local agriculture employers and the Agriculture Advisory Committee discussing employer needs and possible solutions. It has become evident that local employers are in need of qualified employees to fill entry-level positions within their organizations. During meetings with employers a need has been expressed for employees with a basic understanding of the agriculture industry and related work experience. The IVCC agriculture program coordinators aligned the employer needs with the learning outcomes of the AGR courses to create a short-term, 16 credit hour certificate in agricultural studies, stackable into both the Agricultural Business Management and Agronomy AAS degrees.

The IVCC Curriculum Committee is recommending that the Board of Trustees approve the Agricultural Studies Certificate, as presented in the attached curriculum guide.

**Recommendation:**

**Approve the Agricultural Studies Certificate, as presented.**

KPI 1: Student Academic Success

KPI 5: District Population Served

# Agricultural Studies Certificate

## 16 Credit Hours

### Required Courses:

AGR 1202 Introduction to Agricultural Industry 2 Credit Hours

AGR 1200 Introduction to Agricultural Business Management 3 Credit Hours

AGR 1206 Introduction to Precision Agriculture 4 Credit Hours

Agriculture Electives 7 Credit Hours

**\*Need a total of 7 credit hours of elective to include one AGR Lab course\***

Total Required Credit Hours 16 Credit Hours

<b>Fall Courses – Required Courses</b>	<b>Fall</b>	<b>Spring</b>
AGR 1202 Introduction to Agricultural Industry	2	
AGR 1200 Introduction to Agricultural Business Management	3	
<b>Fall Courses – Laboratory Elective Courses</b>		
AGR 1002 Introduction to Agriculture Mechanics	3	
AGR 1005 Introductory Soil Science	4	
AGR 1000 Introduction to Field Crop Science	4	
<b>Fall Courses – Electives</b>		
AGR 1207 Agricultural Credit and Finance	3	
AGR 1208 Advanced Agricultural Business Management	3	
AGR 1209 Crop Production and Management	3	
AGR 1212 Agriculture Sales	3	
AGR 1218 Crop Pest Management	3	
AGR 1220 Introduction to Cannabis Production	3	
	<i>Recommended Semester Total</i>	8
<b>Spring Courses – Required</b>	<b>Fall</b>	<b>Spring</b>
AGR 1206 Introduction to Precision Agriculture		4
<b>Spring Courses – Laboratory Elective Courses</b>		
AGR 1003 Introduction to Animal Science		4
<b>Spring Courses – Electives</b>		
AGR 1001 Introductory Agricultural Economics		3
AGR 1004 Microcomputer Applications in Agriculture		3
AGR 1213 Agricultural Internship		3
AGR 1214 Agricultural Internship Seminar		1
AGR 1215 Agricultural Marketing		3
AGR 1217 Soil Fertility and Fertilizers		3
	<i>Recommended Semester Total</i>	8

**Total Credit Hours Required: 16**

**Faculty Retirement – Karen Zeilman, Art Instructor**

Karen Zeilman, Art Instructor, hired in August 2004 and teaching for near 17 years has submitted a notice of retirement effective May 31, 2021. Her retirement letter is attached.

We thank Karen for her years of dedicated service and wish her well in retirement.

**Recommendation:**

**Accept with regret the retirement of Karen Zeilman, Art Instructor, effective May 31, 2021.**

KPI 4: Support for Employees



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

1/31/2021

To whom it may concern:

I am writing to officially inform the college of my retirement plans. My last date of employment will be May 31, 2021.

I have enjoyed my time at IVCC and look forward to using the skills that I have been able to develop here at the college in my own private artwork.

It is with a deep sense of appreciation that I make plans to leave this position. It is my hope that a timely replacement can be hired, and the Art Department can be better able to meet the educational and technological needs of the students of the district.

Thank-you very much for your consideration.

Sincerely,

**Karen E. Zeilman**

**Art Dept. Instructor**

**Humanities Fine Arts and Social Sciences**

**From:**

**Sent:** Wednesday, January 20, 2021 12:37 PM

**To:** Leslie Hofer

**Subject:** Resignation

Dear Leslie,

I am writing to tell you that I will be resigning from my position as Call-In Librarian. I have already conveyed my intentions to Stephanie, Jayna and Grace in the library, and I believe that Stephanie has been in touch with you, as well.

I greatly enjoyed my time at IVCC, and this was a difficult decision to make. I apologize for the inconvenience created by my departure. I had hoped to return to work, but given ongoing circumstances, I find that I must take advantage of the ability to stay home with my young children. I am hopeful that I can keep IVCC in mind as a future employer down the road.

Stephanie mentioned that I would need to make arrangements to return my keys and parking pass. I will be ready to work with you on all aspects of the resignation process.

Sincerely,

Katrina

Katrina Bromann

Illinois Valley Community College Board Policy

Subject: <b>Business Travel, Conference and Meeting Expenses</b>	Effective Date: 10/19/10
	Last Reviewed: 10/19/10
Number: <b>3.4</b>	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: <b>Business Travel, Conference and Meeting Expense</b>	Effective Date: 10/19/10
	Last Reviewed: <del>10/1/20</del> 2/11/21
Number: <b>3.4</b>	Last Revised: <del>10/1/20</del> 2/11/21

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:

<b>Maximum Reimbursable Rates for Transportation</b>	
Air Travel	Lowest reasonable rate (coach)
Auto	IRS Standard Mileage Rate at time of reimbursement (e.g. <del>\$0.575 / mile for 2020</del> \$0.56 / mile for 2021)
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

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

<b>Maximum Reimbursable Rates for Lodging – 2021 rates per IRS (as of 10/1/20)</b>	
Chicago, Suburban Cook County, and Lake County	\$218.00/ night
DuPage County	\$114.00/ night
St. Clair County (St. Louis area)	\$141.00/ night
Will County	\$105.00/ night
All other Illinois Counties	\$96.00/ night
Outside of Illinois	\$218.00/ 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.)

**MEMORANDUM**

TO: Mark Grzybowski  
Vice-President for Student Services

FROM: Cory Tomasson   
Coordinator of Student Activities

RE: FY '21 Student Organization Budgets

DATE: January 25, 2021

Attached is the proposed 2020-2021 Budget for Student Activities.

This budget has been created by the Student Government Association and approved by the Coordinator of Student Activities. We would ask for your approval of these allocations for the 2020-2021 academic year.





Nasmi Ocluba





Grace Spaulding

	ORGANIZATION	2019-2020 Allocations	Proposed Allocations
1	Ag Club	500	375
2	Alpha Delta Nu (Nursing Honors)	500	375
3	American Chemical Society	2500	1900
4	Auto Club	250	200
5	Bio Club	500	375
6	Black Student Association	500	375
7	Chess Club	250	200
8	College Democrats	500	375
9	Disc Golf Club	500	375
10	Eagle Pong	250	200
11	Economics Student Association	500	375
12	Focus On Fitness*	0	0
13	Gaming Society	500	375
14	Gay/Straight Alliance	500	375
15	Hispanic Leadership Team	500	375
16	Honors Program	250	200
17	Indefinite Limits (Math Club)	750	575
18	International Society	500	375
19	IVLeader	9000	6750
20	IVNUA (Women In Technology now)	500	375
21	Lambda Alpha Epsilon (CRJ)	1500	1125
22	One Room	500	375
23	OSAKA Anime Club	500	375
24	Phi Theta Kappa	2500	1875
25	Physics Club	0	0
26	Project Success Leadership Team	500	375
27	Psychology Club	500	375
28	Red Cross	750	575
29	River Currents	1500	1125
30	Rotaract	500	375
31	Running Club	0	0
32	SAGE	500	375
33	Sigma Delta Mu (Spanish)	500	375
34	Sigma Kappa Delta (English)	1500	1125
35	SPAMO	1500	1125
36	Student Ambassadors	1000	750
37	Student Government Association	2000	1500
38	Student Nurses Association	4000	3000
39	Student Veteran's Association	250	200
40	TEACH	1000	750
41	Transformed	250	200
42	World Languages	500	375
43	Young Republicans	500	375
	<b>Subtotal</b>	<b>41500</b>	<b>31250</b>
	<b>Athletics</b>	<b><u>61414</u></b>	<b><u>61414</u></b>
	<b>TOTAL</b>	<b>\$102,914.00</b>	<b>92664</b>

OK MG  
2/1/24

JK

Our readers come from a broad range of companies and organizations, both large and small. In this regular feature, three of them share success stories you may be able to adapt to your unique situation.

## 1 How we tackled large-scale record digitizing project

Our company had accumulated a significant number of important financial records on paper.

We had thousands of boxes with decades of tax returns, payroll information and pension files we were still required to retain – all sitting in storage off site.

If a fire or a natural disaster were to hit the storage facility, it would've been a big loss for us, and it would've put a wrench in our compliance plan.

We needed to make these documents digital so we'd at least have electronic copies, just in case.

### Work when we can

Because we're all busy with lots of priorities, we approached this as an ongoing project to be done when employees have downtime.

I trained our staff how to prioritize capturing data that's most relevant to make the process less time-consuming.

This allows them to digitize records efficiently so they can easily pitch in.

Using this approach, we've digitally processed around 2,500 boxes of paper data, and we're over halfway finished with the project! Once the project's finished, we'll have all these critical records right at our fingertips, and it'll be easier to stay compliant with record retention regs.

*(Amy Meckel, president, R.E. Smith Interests, Houston)*

## 2 Quality calendars key for tracking year-end to-dos

Keeping track of filing deadlines for Forms W-2, 1099 and 1095, plus the quarterly Form 941 filing, often felt like a juggling act at year-end.

We also had industry-specific tax forms to worry about.

To make sure we met all important federal filing deadlines without any surprise issues arising, I had my staff use "quality calendars."

### Time sensitive

Payroll and Accounting have department quality calendars that

are prominently posted on a bulletin board. They list project timeline goals for completing all the required tax forms, so it's clear what task needs to be accomplished by when.

Everyone has to sign off on the calendar to show they finished what they were supposed to do each week.

So when my boss needs to know, for example, the status of our year-end Families First Coronavirus Response Act wages, I can give her a snapshot of what's been handled and what still needs to get done.

Each Payroll and Accounting employee also has an individual quality calendar they sign off on for their own responsibilities and tasks.

This promotes accountability and ensures our team completes all year-end reporting on time.

*(Kathy Ross, controller, Illinois Valley Community College, Oglesby, IL)*

**REAL  
PROBLEMS  
REAL  
SOLUTIONS**

## 3 Gained trust of the Finance team as a new manager

Being introduced to a new team can be nerve-wracking. When I was brought on to manage an established Finance team, I saw it firsthand.

Staffers were wary, assuming I was inexperienced or wouldn't be with the company for the long haul. And when new management comes in, staffers usually fear big changes are coming.

But I knew I couldn't let their skepticism make me worry, panic or throw in the towel. I had to change the workplace vibe and get my staff

and co-workers to see that they could really count on me.

### Individual connections

That meant talking with people. I asked questions about their current processes and asked for their feedback on potential changes, showing that I cared and valued their input.

If they had concerns, especially about someone like me coming in and making big changes, I made sure they knew that I understood their concerns.

And I emphasized that my goal was to help make things better for all of us.

When I had these conversations, I could see their attitudes shifting right before my eyes. They realized I was invested, I wanted to help Finance grow, and I was a team player.

In the end, it got a lot of staffers really excited! Now, there's a mutual connection and trust between all of us.

*(Melisa Garcia, finance manager, Acuren Inspection Inc., Danbury, CT)*

# 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.