



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, February 9, 2023
Board Room
5:30 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
College Insurance

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

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 9, 2023 – 5:30 p.m. – Board Room (C307)

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 12, 2023 Board Meeting (Pages 1-4)
 - 6.2 Approval of Bills - \$2,007,683.54
 - 6.2.1 Education Fund - \$1,407,864.24
 - 6.2.2 Operations & Maintenance Fund - \$48,714.47
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$122,078.62
 - 6.2.4 Auxiliary Fund - \$56,069.26
 - 6.2.5 Restricted Fund - \$319,596.15
 - 6.2.6 Liability, Protection & Settlement Fund - \$53,360.80
 - 6.3 Treasurer’s Report (Pages 5-24)
 - 6.3.1 Financial Highlights (Page 6)
 - 6.3.2 Balance Sheet (Pages 7-8)
 - 6.3.3 Summary of FY23 Budget by Fund (Pages 9-16)
 - 6.3.4 Budget to Actual by Budget Officers (Page 17)
 - 6.3.5 Statement of Cash Flows (Page 18)
 - 6.3.6 Investment Status Report (Pages 19-22)
 - 6.3.7 Disbursements - \$5,000 or more (Pages 23-24)
 - 6.4 Personnel – Stipends for Pay Periods Ending December 31, 2022; January 14, 2023; and January 28, 2023 & Part-Time Faculty and Staff Appointments January 2023 (Pages 25-32)

7. President's Report
8. Committee Reports
9. Tenure Recommendations (Pages 33-44)
 - 9.1 Nancy McDonnell, Cybersecurity Instructor (Pages 33-36)
 - 9.2 Ricky Pretzsch, Economics Instructor (Pages 37-40)
 - 9.3 Kaity Ritter, Medical Assisting Instructor (Pages 41-44)
10. Resolution Designating the Fiscal Year (Pages 45-47)
11. Tuition Adjustment (Page 48)
12. Course Fees/Adjustments (Pages 49-53)
13. Staff Appointment – Heather Seghi, Interim Dean Health Professions (Pages 54-55)
14. Staff Retirement – Fran Brolley, Executive Director Community Relations & Development (Pages 56-57)
15. Staff Retirement – Judy Day, Executive Assistant & Secretary to the Board (Pages 58-59)
16. RFQ – Agriculture Building Architectural Services (Page 60)
17. Bid Results - Inductively Coupled Plasma Optical Emission Spectrometer (Page 61)
18. Request for Proposal – Website Content Management System (Page 62)
19. Intergovernmental Agreement with the City of Mendota (Pages 63-71)
20. Items for Information (Pages 72-81)
 - 20.1 Fall 2022 Graduation (Page 72)
 - 20.2 Audit Presentation – Sikich (Page 73)
 - 20.3 HB 0969 Supplemental Appropriation (Page 74)
 - 20.4 Staff Appointment – Samantha Manahan, Interim Marketing Coordinator (Page 75)
 - 20.5 Phi Theta Kappa Recognition – Eric Schroeder. Advisor of Rho Omega Chapter, Honored for 15 Years of Service (Page 76)
 - 20.6 Administrative Procedures Mileage Rate Change (Pages 77-81)
21. Trustee Comment
22. Closed Session – 1) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; 2) complaint lodged against an official or employee of the public body; and 3) closed session minutes
23. Staff Retirements – Retirement Planning Program
24. Approval –Closed Session Minutes

25. Other

26. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
January 12, 2023

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 5:30 p.m. on Thursday, January 12, 2023 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Everett J. Solon, Chair
Jay K. McCracken, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
Jane E. Goetz
William F. Hunt
Maureen O. Rebholz

Members Virtually Present: Ashton F. Dille, Student Trustee

Members Telephonically Present:

Members Absent:

Others Physically Present: Jerry Corcoran, President
Gary Roberts, Vice President for Academic Affairs
Matthew Seaton, Vice President for Business Services & Finance
Mark Grzybowski, Vice President for Student Services
Mary Beth Herron, Director of Human Resources
Kathy Ross, Controller
Tracy Morris, President-Elect
Walt Zukowski, Attorney

Others Virtually Present:

BOARD CHAIR – OPENING REMARKS

Mr. Solon informed of the following: Provisions within Section 7(e) of the Open Meetings Act, allowing for Board meetings to be virtual and without requiring the physical presence of a quorum of the members, continue to apply to our Board meetings due to (a) Governor Pritzker’s most recent disaster proclamation; and (b) my determination that in-person meetings are not practical or prudent (for all board members and members of the public) because of the disaster. It is the custom and practice of the college to record Board meetings and the meeting was being recorded

both audio and video. Anyone joining the meeting virtually, please mute until you are ready to speak.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

It was moved by Ms. Stevenson and seconded by Mr. Hunt to approve the consent agenda, as presented.

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

The following items were approved in the consent agenda:

Approval of Minutes – December 1, 2022 Special Board Meeting; December 8, 2022 Board Meeting; and December 20, 2022 Special Board Meeting.

Approval of Bills - \$1,124,423.43

Education Fund - \$787,262.66; Operations & Maintenance Fund - \$142,592.56; Auxiliary Fund - \$60,562.96; Restricted Fund - \$98,814.28; Audit - \$2,500.00; and Liability, Protection & Settlement Fund - \$32,690.97.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending December 3, 2022 and December 17, 2022 & Part-time Faculty and Staff Appointments December 2022.

PRESIDENT’S REPORT

Dr. Corcoran welcomed everyone to our first board meeting in 2023. He noted that he hoped folks being here in person are as pleased as the administration is with the changes we have made to the board room. He added that he thought the table and chairs looked great. Dr. Corcoran noted that kudos are in order to the business services and finance division staff for making it happen; specifically, vice president Dr. Matt Seaton, director of purchasing Michelle Carboni, director of facilities Scott Curley, and facilities supervisor Gerilynn Schultz. He added to stay tuned for more in the way of technology to come. Dr. Corcoran informed that we had a nice turnout at the holiday luncheon on December 16. Dr. Corcoran extended thanks to the many trustees and foundation directors who were able to join us. He noted that the meal provided by Arbor Food Management

was terrific. Dr. Corcoran thanked Jennifer Scheri for co-presenting with him to this year's class of participants in the Illinois Valley Area Chamber of Commerce's Community Leadership Academy on Thursday, December 22 (Jennifer's birthday!). He extended congratulations to Bill Zens, IVAC's executive director, for bringing the program back to support the district's up-and-coming leaders. Dr. Corcoran noted that he is delighted that Dr. Patrice Hess and Eric Johnson are members of the first year's cohort. He added that with this being the first week of classes, it was great on Dr. Patrice Hess's part to organize everything relative to last Friday's all-staff in-service which turned out well with a full day's worth of activities. Dr. Corcoran noted that the campus looks outstanding, enrollments are strong and everyone seems to be happy to be back, especially our students.

COMMITTEE REPORTS

None

PROPOSAL RESULTS – USED AMBULANCE

It was moved by Ms. Stevenson and seconded by Dr. Boyles to accept the proposal for a used 2008 Chevrolet 4500 Ambulance from Bill Walsh Ford Lincoln Kia, Ottawa, Illinois, at a cost of \$42,987.24. Dr. Boyles noted that this purchase will be paid for by the Pipeline for the Advancement of the Healthcare Workforce (PATH) grant funds. Dr. Boyles extended thanks to everyone who worked on this grant.

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

AUDIT REPORT – SIKICH

There was no action on this item. Mr. Solon noted that an Audit Finance Committee meeting has been scheduled on Thursday, February 9 at 4:00 p.m. and the audit will be presented at that time.

ITEMS FOR INFORMATION

Mr. Solon pointed out the information items on pages 35-46 of the Board book. Dr. Corcoran noted that the Business Office has again earned the Distinguished Budget Presentation Award from the Government Finance Officers Association. Dr. Corcoran extended thanks and congratulations to Ms. Kathy Ross and the entire Business Office team for this achievement.

TRUSTEE COMMENT

Dr. Rebholz noted that while there are several staff resignations in the Items for Information and we prefer that people not leave, it appears that the individuals involved are moving on to other opportunities for greater achievement. This also opens opportunities for new staff to join us.

Mr. McCracken shared exciting news that the La Moille School District has received a five-year mental health grant for over six million dollars that will help provide school-based mental health providers and increase access for youth for appropriate mental health intervention throughout the seven school districts in Bureau and LaSalle counties. Mr. McCracken acknowledged the work of Katie Skevokas, school counselor for her work in securing the grant. He added that this news has just become available and more on the grant will be forthcoming. The Board extended congratulations to Mr. McCracken and the La Moille School District.

CLOSED SESSION

Mr. Solon requested a motion and a roll call vote at 5:40 p.m. to enter into a closed session to discuss: 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) complaint lodged against an official or employee of the public body; and 3) closed session minutes. Motion made by Ms. Stevenson and seconded by Ms. Goetz to enter into a closed session.

Student Advisory Vote: “Aye” – Ms. Dille. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Ms. Stevenson, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried. The Board immediately entered closed session at 5:42 p.m.

Motion made by Dr. Rebholz and seconded by Dr. Boyles to return to the regular meeting. Student Advisory Vote: “Aye” – Ms. Dille. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Ms. Stevenson, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried. The regular meeting resumed at 6:24 p.m.

CLOSED SESSION MINUTES

It was moved by Mr. McCracken and seconded by Mr. Hunt to approve and retain the closed session minutes of the December 1, 2022 Special Board Meeting; December 8, 2022 Board Meeting; and the December 20, 2022 Special Board Meeting.

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

OTHER

Mr. Solon noted the document, “5 Keys to a Successful Transition Year” available at the table for the Trustees. This article is an ACCT guide for community college boards and CEOs.

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 6:25 p.m.

Everett J. Solon, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JANUARY 2023

Dr. Matthew Seaton
Vice President for Business Services and Finance/Treasurer

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – January 2023

Revenues

- As of January 28, the headcount for Spring semester stood at 2,410 which is 128 students more than at the same point in time last year. Credit hours for Spring 2023 were 20,603.5, which is an increase of 1,704 credit hours, or 9.02 percent from one year ago.
- Of particular note, Ottawa Center credit generation for Spring was up over 284 percent and Dual Credit enrollment was down 3.32 percent over this same time last year.
- Current budgeted credit hours enrolled (including Spring 2023) are 46,038 out of 43,788 or 105.1 percent, which indicates that enrollment will exceed budgeted credit hours for the academic year.

Expenses

- Utilities continue to come at an increased cost, although we have seen the per therm and per kwh rates begin to drop in the past month.
- The Auxiliary Fund and Restricted Fund have several line items with budget variations. This is largely due to the Food Service program in the Auxiliary Fund and the HEERF and other grant spending in the Restricted Fund. There are no concerns regarding this and adjustments will be made in next year's budget to reflect the Food Service program accordingly.
- The Academic Affairs line item shows a budget variation due to the PATH grant and the spending associated with the grant. There will be an offsetting revenue source for these purchases.

Protection, Health & Safety Projects

- The D201 project is nearing substantial completion minus the elevator. We have been told that the elevator may not be delivered until May or June.
- The building automation HVAC control project is underway. There is no timeline for completion due to the ordering of computer materials and the lengthy lead times.

Other Building and Grant Work

- The RFQ process for the architectural services for the Agriculture Building project has concluded. A recommendation is included in your packet.
- We have begun ordering new lighting equipment for the Cultural Centre. This project will be funded by the Foundation. The first item to be ordered is a new light board controller in the amount of approximately \$11,000.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 January 31, 2023
 Unaudited

	Governmental Funds Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 4,292,555	\$ 7,472,345	\$ 208,939	\$ (178,240)	\$ 803,807	\$ -	\$ -	12,599,406
Investments	12,614,935	4,941,548	628,166	-	613,527	-	-	18,798,176
Receivables								-
Property Taxes	10,750,087	2,752,230	-	-	-	-	-	13,502,317
Governmental claims	-	2,116	-	-	1,000	-	-	3,116
Tuition and fees	1,843,932	-	-	368,369	-	-	-	2,212,301
Due from other funds	5,765,940	13	-	61,498	5,887	-	-	5,833,338
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	366,291	-	-	-	366,291
Other assets	118,374	107,304	2,153	251	-	-	-	228,081
Deferred Outflows	-	-	-	-	-	-	531,053	531,053
Fixed assets - net	-	-	-	68,430	-	58,860,189	-	58,928,619
Other debits								-
Amount available in								-
Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided								-
to retire debt	-	-	-	-	-	-	14,190,392	14,190,392
Total assets and deferred outflows	\$ 35,385,823	\$ 15,275,556	\$ 839,258	\$ 686,598	\$ 1,424,220	\$ 58,860,189	\$ 14,721,445	\$ 127,193,090

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 January 31, 2023
 Unaudited

	Governmental Funds Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General	General	
						Fixed Assets	Long-Term Debt	
Liabilities								
Accounts payable	188,022	8,563	-	1,640	8,571	-	-	206,795
Accrued salaries & benefits	1,287,225	23,354	-	15,065	-	-	-	1,325,643
Post-retirement benefits & other	132,132	-	-	-	-	-	-	132,132
Unclaimed property	389	-	-	-	-	-	-	389
Due to other funds	-	4,500,149	-	-	1,333,189	-	-	5,833,338
Due to student groups/deposits	99,744	-	-	-	82,461	-	-	182,205
Current Portion-Capital Lease	-	-	-	18,126	-	-	145,949	164,075
Accrued Interest	-	-	-	-	-	-	165	165
Capital Lease Payable	-	-	-	17,467	-	-	20,871	38,338
Deferred inflows	-	-	-	-	-	-	-	-
Property taxes	5,378,076	1,376,744	-	-	-	-	-	6,754,820
Tuition and fees	-	-	-	39,808	-	-	-	39,808
Grants	-	-	-	-	-	-	-	-
Lease Receivable	276,146	-	-	-	-	-	-	276,146
OPEB	-	-	-	-	-	-	3,187,336	3,187,336
OPEB long term debt	-	-	-	-	-	-	11,367,123	11,367,123
Total Liabilities	7,361,733	5,908,810	-	92,105	1,424,220	-	14,721,445	29,508,313
Net Position/Net Assets								
Net investment in general fixed assets	-	-	-	-	-	58,860,189	-	58,860,189
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	9,366,746	-	-	-	-	-	9,366,746
Reserved for debt service	-	-	839,258	-	-	-	-	839,258
Unreserved	28,024,090	-	-	594,493	-	-	-	28,618,583
Total liabilities and net position	\$ 35,385,823	\$ 15,275,556	\$ 839,258	\$ 686,598	\$ 1,424,220	\$ 58,860,189	\$ 14,721,445	\$ 127,193,090

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Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the one month ended January 31, 2023
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	\$ 19,768,837	\$ 2,662,832	\$ 1,210,536	\$ (5,993)	\$ 1,073,054	\$ 5,863,864	\$ (4,424)	\$ 43,154	\$ 1,547,692	\$ 32,159,553
Actual Expenditures	11,356,847	1,860,544	1,142,551	590	1,140,290	6,252,785	1,322	29,622	757,544	22,542,096
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	8,411,989	802,289	67,985	(6,583)	(67,235)	(388,921)	(5,747)	13,532	790,148	9,617,457
Fund balances July 1, 2022	14,978,360	3,848,332	4,456,251	845,841	833,765	67,614	4,997,421	44,983	903,232	30,975,799
Fund balances January 31, 2022	\$ 23,390,349	\$ 4,650,621	\$ 4,524,236	\$ 839,258	\$ 766,530	\$ (321,307)	\$ 4,991,674	\$ 58,515	\$ 1,693,380	\$ 40,593,256

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the one month ended January 31, 2023
Unaudited

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	1/31/2023	FY2023	58.3%	1/31/2022	FY2022	58.3%
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 9,254,575	\$ 9,530,789	97.1%	\$ 8,887,133	\$ 8,713,650	102.0%
Corporate Personal Property Replacement Tax	2,095,973	2,294,700	91.3%	610,992	1,006,250	60.7%
Tax Increment Financing Distributions	313,139	450,000	69.6%	298,742	400,000	74.7%
Total Local Government	<u>11,663,687</u>	<u>12,275,489</u>	95.0%	<u>9,796,866</u>	<u>10,119,900</u>	96.8%
State Government:						
ICCB Credit Hour Grant	1,125,705	1,798,075	62.6%	1,074,744	1,733,248	62.0%
Equalization Grant	29,167	50,000	58.3%	29,167	50,000	58.3%
Career/Technical Education Formula Grant	113,412	220,500	51.4%	104,289	210,000	49.7%
Other	-	-		-	-	
Total State Government	<u>1,268,283</u>	<u>2,068,575</u>	61.3%	<u>1,208,200</u>	<u>1,993,248</u>	60.6%
Federal Government						
PELL Administrative Fees	-	7,825	0.0%	-	7,825	0.0%
Total Federal Government	<u>-</u>	<u>7,825</u>	0.0%	<u>-</u>	<u>7,825</u>	0.0%
Student Tuition and Fees:						
Tuition	5,751,476	5,811,200	99.0%	5,479,807	5,989,253	91.5%
Fees	749,345	687,900	108.9%	658,315	759,550	86.7%
Total Tuition and Fees	<u>6,500,822</u>	<u>6,499,100</u>	100.0%	<u>6,138,122</u>	<u>6,748,803</u>	91.0%
Other Sources:						
Public Service Revenue	149,258	244,050	61.2%	128,936	242,450	53.2%
Other Sources:	186,787	151,361	123.4%	54,226	155,442	34.9%
Total Other Sources	<u>336,045</u>	<u>395,411</u>	85.0%	<u>183,162</u>	<u>397,892</u>	46.0%
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,768,837</u>	<u>\$ 21,246,400</u>	93.0%	<u>\$ 17,326,351</u>	<u>\$ 19,267,668</u>	89.9%
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	4,288,696	\$ 8,281,122	51.8%	4,044,103	\$ 7,671,022	52.7%
Employee Benefits	1,176,714	1,834,306	64.2%	1,144,343	1,751,176	65.3%
Contractual Services	63,863	120,175	53.1%	44,654	119,415	37.4%
Materials & Supplies	211,025	451,389	46.8%	139,742	497,459	28.1%
Conference & Meeting	29,646	169,594	17.5%	18,867	163,405	11.5%
Fixed Charges	27,395	58,000	47.2%	27,986	58,000	48.3%
Capital Outlay	93,668	114,000	0.0%	-	-	0.0%
Other	299	-	0.0%	150	-	0.0%
Total Instruction	<u>5,891,306</u>	<u>11,028,586</u>	53.4%	<u>5,419,845</u>	<u>10,260,477</u>	52.8%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended January 31, 2023
 Unaudited

	1/31/2023	Annual Budget FY2023	Actual/Budget 58.3%	1/31/2022	Annual Budget FY2022	Actual/Budget 58.3%
Academic Support:						
Salaries	643,010	1,161,476	55.4%	554,986	1,094,032	50.7%
Employee Benefits	141,629	189,892	74.6%	135,410	216,560	62.5%
Contractual Services	65,144	135,277	48.2%	86,227	218,886	39.4%
Materials & Supplies	118,043	246,620	47.9%	120,451	270,468	44.5%
Conference & Meeting	3,666	18,875	19.4%	411	20,950	2.0%
Utilities	10,500	26,445	39.7%	7,500	26,445	28.4%
Capital Outlay	-	-	0.0%	-	-	-
Other	-	-	0.0%	-	-	-
Total Academic Support	<u>981,992</u>	<u>1,778,585</u>	55.2%	<u>904,986</u>	<u>1,847,341</u>	49.0%
Student Services:						
Salaries	748,224	1,527,744	49.0%	705,595	1,321,319	53.4%
Employee Benefits	256,401	431,688	59.4%	258,064	389,719	66.2%
Contractual Services	18,972	46,702	40.6%	4,727	33,981	13.9%
Materials & Supplies	45,083	93,215	48.4%	18,881	75,901	24.9%
Conference & Meeting	6,378	43,505	14.7%	2,539	41,925	6.1%
Utilities	-	-	0.0%	-	-	-
Total Student Services	<u>1,075,058</u>	<u>2,142,854</u>	50.2%	<u>989,806</u>	<u>1,862,845</u>	53.1%
Public Services/Continuing Education:						
Salaries	225,383	339,647	66.4%	194,797	326,240	59.7%
Employee Benefits	74,559	105,920	70.4%	75,972	81,443	93.3%
Contractual Services	54,377	111,000	49.0%	34,323	82,500	41.6%
Materials & Supplies	40,866	75,300	54.3%	20,432	83,450	24.5%
Conference & Meeting	3,433	4,950	69.4%	1,733	5,650	30.7%
Utilities	-	-	0.0%	-	-	-
Other	4,719	-	0.0%	-	-	-
Total Public Services/Continuing Education	<u>403,337</u>	<u>636,817</u>	63.3%	<u>327,257</u>	<u>579,283</u>	56.5%
Institutional Support:						
Salaries	1,163,555	2,051,151	56.7%	1,101,142	1,884,628	58.4%
Employee Benefits	452,828	767,396	59.0%	497,013	741,287	67.0%
Contractual Services	280,358	691,913	40.5%	513,514	734,799	69.9%
Materials & Supplies	334,991	340,789	98.3%	245,821	377,630	65.1%
Conference & Meeting	19,585	67,370	29.1%	11,902	67,925	17.5%
Utilities	17,981	10,715	167.8%	13,486	26,315	51.2%
Capital Outlay	9,472	125,000	7.6%	-	-	-
Other	1,016	(11,300)	-9.0%	(41)	29,550	-0.1%
Provision for Contingency	-	621,083	0.0%	-	245,588	0.0%
Total Institutional Support	<u>2,279,785</u>	<u>4,664,117</u>	48.9%	<u>2,382,838</u>	<u>4,107,722</u>	58.0%
Scholarships, Grants and Waivers	725,369	698,000	103.9%	593,888	600,000	99.0%
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 11,356,847</u>	<u>\$ 20,948,959</u>	54.2%	<u>\$ 10,618,621</u>	<u>\$ 19,257,668</u>	55.1%
INTERFUND TRANSFERS - NET	<u>\$ -</u>	<u>\$ (297,441)</u>	0.0%	<u>\$ -</u>	<u>\$ (10,000)</u>	0.0%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended January 31, 2023
 Unaudited

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	1/31/2023	FY2023	58.3%	1/31/2022	FY2022	58.3%
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,471,011	\$ 1,537,224	95.7%	\$ 1,421,739	\$ 1,404,861	101.2%
Corporate Personal Property Replacement Tax	369,878	404,900	91.4%	107,822	175,000	61.6%
Tax Increment Financing Disbursements	82,196	140,000	58.7%	83,330	130,000	64.1%
Total Local Government	<u>1,923,085</u>	<u>2,082,124</u>	92.4%	<u>1,612,892</u>	<u>1,709,861</u>	94.3%
State Government:						
ICCB Credit Hour Grant	193,815	307,029	63.1%	189,093	305,023	62.0%
Total State Government	<u>193,815</u>	<u>307,029</u>	63.1%	<u>189,093</u>	<u>305,023</u>	62.0%
Student Tuition and Fees						
Tuition	456,883	450,300	101.5%	443,408	476,979	93.0%
Total Tuition and Fees	<u>456,883</u>	<u>450,300</u>	101.5%	<u>443,408</u>	<u>476,979</u>	93.0%
Other Sources:						
Facilities Revenue	62,035	120,000	51.7%	70,767	120,000	59.0%
Investment Revenue	24,569	15,000	163.8%	3,400	22,650	15.0%
Other	2,446	3,000	81.5%	1,692	4,000	42.3%
Total Other Sources	<u>89,050</u>	<u>138,000</u>	64.5%	<u>75,859</u>	<u>146,650</u>	51.7%
TOTAL OPERATIONS & MAINTENANCE REVENUES	\$ 2,662,832	\$ 2,977,453	89.4%	\$ 2,321,251	\$ 2,638,513	88.0%
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	568,697	1,038,766	54.7%	548,225	995,322	55.1%
Employee Benefits	218,005	340,760	64.0%	216,660	319,272	67.9%
Contractual Services	61,565	219,900	28.0%	136,024	167,000	81.5%
Materials & Supplies	94,452	265,750	35.5%	84,248	271,204	31.1%
Conference & Meeting	100	1,200	8.3%	200	1,200	16.7%
Fixed Charges	197,489	172,300	114.6%	171,101	117,250	145.9%
Utilities	558,284	623,550	89.5%	310,791	753,450	41.2%
Capital Outlay	98,745	216,000	45.7%	-	19,000	0.0%
Provision for Contingency	-	50,000	0.0%	-	25,600	0.0%
Other	-	(56,700)	0.0%	-	(63,000)	0.0%
Total Operations & Maintenance of Plant	<u>1,797,337</u>	<u>2,871,526</u>	62.6%	<u>1,467,248</u>	<u>2,606,298</u>	56.3%
Institutional Support:						
Salaries	26,567	52,384	50.7%	16,756	16,107	104.0%
Employee Benefits	27,566	42,894	64.3%	11,790	6,333	186.2%
Contractual Services	2,615	2,700	96.9%	2,615	2,700	96.9%
Materials & Supplies	2,260	3,750	60.3%	881	3,275	26.9%
Fixed Charges	4,199	4,199	100.0%	4,199	3,800	110.5%
Other	-	-	-	-	-	-
Total Institutional Support	<u>63,206</u>	<u>105,927</u>	59.7%	<u>36,241</u>	<u>32,215</u>	112.5%
TOTAL OPERATIONS & MAINTENANCE EXPENDITURES	\$ 1,860,544	\$ 2,977,453	62.5%	\$ 1,503,488	\$ 2,638,513	57.0%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended January 31, 2023
 Unaudited

	1/31/2023	Annual Budget FY2023	Actual/Budget 58.3%	1/31/2022	Annual Budget FY2022	Actual/Budget 58.3%
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources:						
Current Taxes	1,163,275	1,115,918	104.2%	835,764	1,290,694	64.8%
State Government Sources	-	-	0.0%	-	-	0.0%
Investment Revenue	47,262	50,000	94.5%	19,016	48,000	39.6%
Other	-	-	0.0%	-	-	0.0%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,210,536	\$ 1,165,918	103.8%	\$ 854,780	\$ 1,338,694	63.9%
OPERATIONS & MAINTENANCE FUND RESTRICTED EXPENDITURES						
Contractual Services	\$ 40,895	\$ -	0.0%	\$ -	\$ -	0.0%
Materials and Supplies	\$ 18,921	\$ -	0.0%	-	-	0.0%
Fixed Charges	-	-	0.0%	-	-	0.0%
Capital Outlay	1,082,735	2,874,558	37.7%	391,707	1,338,694	29.3%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,142,551	\$ 2,874,558	39.7%	\$ 391,707	\$ 1,338,694	29.3%
DEBT SERVICE FUND						
Investment Revenue	\$ (5,993)	\$ 2,000	-299.6%	\$ 835	\$ 2,500	33.4%
TOTAL DEBT SERVICE FUND REVENUES	\$ (5,993)	\$ 2,000	-299.6%	\$ 334	\$ 2,500	13.4%
TOTAL DEBT SERVICE FUND EXPENDITURES	590.37	-		-	-	0.0%
AUXILIARY ENTERPRISES FUND REVENUE						
Service Fees	\$ 1,072,038	\$ 1,288,125	83.2%	\$ 832,751	\$ 1,442,584	57.7%
Investment Revenue	72	25,500	0.3%	-	26,000	0.0%
Other Revenue	944	1,000	94.4%	7,370	1,000	737.0%
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	\$ 1,073,054	\$ 1,314,625	81.6%	\$ 840,122	\$ 1,469,584	57.2%
AUXILIARY ENTERPRISES FUND EXPENSES						
Salaries	\$ 199,132	\$ 377,906	52.7%	\$ 197,753	\$ 410,026	48.2%
Employee Benefits	50,568	77,266	65.4%	58,514	97,199	60.2%
Contractual Services	169,473	53,149	318.9%	47,336	60,175	78.7%
Materials & Supplies	670,169	981,291	68.3%	714,045	1,013,081	70.5%
Conference & Meeting	16,701	28,788	58.0%	16,662	25,780	64.6%
Fixed Charges	34,247	44,380	77.2%	35,816	50,000	71.6%
Capital Outlay/Depreciation	-	-	0.0%	9,580	11,600	82.6%
Other	-	92,700	0.0%	1,500	103,000	1.5%
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 1,140,290	\$ 1,655,480	68.9%	\$ 1,081,205	\$ 1,770,861	61.1%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ -	\$ 348,855	0.0%	\$ -	\$ 61,414	0.0%

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Illinois Valley Community College District No. 513
Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
For the one month ended January 31, 2023
Unaudited

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	1/31/2023	FY2023	58.3%	1/31/2022	FY2022	58.3%
RESTRICTED PURPOSE FUND REVENUES						
State Government Sources	\$ 499,767	\$ 550,541	90.8%	\$ 110,058	\$ 288,331	38.2%
Federal Government Sources	5,319,832	8,584,119	62.0%	4,096,108	7,818,367	52.4%
Nongovernmental Gifts or Grants	-	-	0.0%	5,065	18,000	28.1%
Other Revenue	44,265	34,000	130.2%	1,990	-	0.0%
TOTAL RESTRICTED PURPOSE FUND REVENUES	\$ 5,863,864	\$ 9,168,660	64.0%	\$ 4,213,222	\$ 8,124,698	51.9%
RESTRICTED PURPOSE FUND EXPENDITURES						
Instruction:						
Salaries	\$ 265,459	\$ 622,412	42.6%	\$ 210,115	\$ 486,214	43.2%
Employee Benefits	107,992	202,001	53.5%	77,959	166,927	46.7%
Contractual Services	22,604	59,115	38.2%	38,558	52,163	73.9%
Materials & Supplies	146,022	63,704	229.2%	54,578	29,825	183.0%
Conference & Meeting	5,607	72,091	7.8%	1,188	14,847	8.0%
Utilities	-	900	0.0%	-	850	0.0%
Capital Outlay	167,621	-	-	-	-	0.0%
Other	26,432	-	-	-	-	0.0%
Total Instruction	741,736	1,020,223	72.7%	382,398	750,826	50.9%
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Employee Benefits	-	-	0.0%	-	-	0.0%
Contractual Services	-	-	0.0%	100	100,000	0.1%
Materials and Supplies	-	-	0.0%	100,172	150,000	66.8%
Conference & Meeting	-	-	0.0%	-	-	0.0%
Total Academic Support	-	-	-	100,272	250,000	40.1%
Student Services:						
Salaries	\$ 121,999	\$ 222,081	54.9%	\$ 119,438	\$ 212,637	56.2%
Employee Benefits	45,511	80,328	56.7%	44,153	75,553	58.4%
Contractual Services	49,175	4,781	1028.6%	22,488	259,467	8.7%
Materials & Supplies	6,264	2,800	223.7%	36,069	16,600	217.3%
Conference & Meeting	5,224	6,100	85.6%	4,497	11,500	39.1%
Utilities	12,622	-	0.0%	10,416	-	0.0%
Capital Outlay	-	-	0.0%	-	8,000	0.0%
Tuition Waivers (TRIO Grant)	19,772	28,000	70.6%	15,600	30,000	52.0%
Total Student Services	260,568	344,090	75.7%	252,660	613,757	41.2%
Public Services/Continuing Education:						
Salaries	3,368	-	0.0%	-	-	0.0%
Employee Benefits	49	-	0.0%	-	-	0.0%
Materials and Supplies	103	-	0.0%	-	-	0.0%
Contractual Services	5,990	-	0.0%	575	-	0.0%
Total Public Services:	9,510	-	0.0%	575	-	0.0%
Operations & Maintenance of Plant:						
Contractual Services	20,992	45,450	46.2%	-	-	0.0%
Capital Outlay	-	195,338	0.0%	-	-	0.0%
Maintenance supplies	-	-	0.0%	-	-	0.0%

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended January 31, 2023
 Unaudited

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	1/31/2023	FY2023	58.3%	1/31/2022	FY2022	58.3%
Total Operations & Maintenance of Plant	20,992	240,788	0.0%	-	-	0.0%
Institutional Support:						
Salaries (Federal Work Study)	59,711	129,761	46.0%	50,564	84,412	59.9%
Contractual Services	504,277	2,006,361	25.1%	2,449	50,000	4.9%
Institutional Support	-	-	0.0%	218,267	-	0.0%
SURS on-behalf	-	-	0.0%	-	-	0.0%
Other	1,042,680	501,881	207.8%	46,565	2,000,000	2.3%
Total Institutional Support	1,606,668	2,638,003	60.9%	317,845	2,134,412	14.9%
Student Grants and Waivers (PELL & SEOG & HEERF)	3,613,312	4,933,556	73.2%	3,425,931	4,383,703	78.2%
TOTAL RESTRICTED FUND EXPENDITURES	\$ 6,252,785	\$ 8,935,872	70.0%	\$ 4,479,680	\$ 8,132,698	55.1%
RESTRICTED INTERFUND TRANSFERS - NET	\$ -	\$ 2,000	0.0%	\$ -	\$ 10,000	0.0%
WORKING CASH FUND REVENUES						
Investment Revenue	\$ (4,424)	\$ 55,000	-8.0%	\$ 3,783	\$ 55,000	6.9%
WORKING CASH INTERFUND TRANSFERS - NET/EXP	\$ 1,322	\$ -	0.0%	\$ -	\$ -	#DIV/0!

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended January 31, 2023
 Unaudited

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	1/31/2023	Annual Budget FY2023	Actual/Budget 58.3%	1/31/2022	Annual Budget FY2022	Actual/Budget 58.3%
AUDIT FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 42,870	\$ 42,273	101.4%	\$ 45,430	\$ 38,634	117.6%
Investment Revenue	284	150	189.4%	48	150	32.2%
TOTAL AUDIT FUND REVENUES	43,154	42,423	101.7%	45,478	38,784	117.3%
AUDIT FUND EXPENDITURES						
Contractual Services	29,622	41,000	72.2%	35,500	40,000	88.8%
TOTAL AUDIT FUND EXPENDITURES	\$ 29,622	\$ 41,000	72.2%	\$ 35,500	\$ 40,000	88.8%
LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE						
Local Government Sources:						
Current Taxes	\$ 1,539,461	\$ 1,525,695	100.9%	\$ 1,541,636	\$ 1,522,557	101.3%
Investment Revenue	8,231	2,000	411.6%	2,134	2,000	106.7%
Other Revenue	-	-		-	-	0.0%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE	1,547,692	1,527,695	101.3%	1,543,770	1,524,557	101.3%
LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES						
Student Services:						
Salaries	46,821	81,824	57.2%	44,537	77,160	57.7%
Employee Benefits	19,251	28,819	66.8%	18,923	28,585	66.2%
Contractual Services	101,358	125,500	80.8%	5,670	25,500	22.2%
Materials & Supplies	562	200	280.9%	258	3,400	7.6%
Total Student Services	167,991	236,343	71.1%	69,388	134,645	51.5%
Operations & Maintenance of Plant:						
Contractual Services	252,340	461,600	54.7%	196,661	531,600	37.0%
Materials & Supplies	432	100	431.8%	15	150	10.0%
Utilities	371	500	74.2%	211	500	42.2%
Total Operations & Maintenance of Plant	253,143	462,200	54.8%	196,887	532,250	37.0%
Institutional Support:						
Salaries	49,978	81,940	61.0%	43,673	74,987	58.2%
Employee Benefits	13,146	218,974	6.0%	10,733	208,505	5.1%
Contractual Services	65,972	142,000	46.5%	33,032	37,750	87.5%
Materials & Supplies	3,215	1,500	214.4%	813	2,500	32.5%
Conference & Meeting	-	4,500	0.0%	-	4,500	0.0%
Fixed Charges	204,098	240,200	85.0%	120,880	257,200	47.0%
Total Institutional Support	336,410	689,114	48.8%	209,130	585,442	35.7%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES	\$ 757,544	\$ 1,387,657	54.6%	\$ 475,405	\$ 1,252,337	38.0%

Illinois Valley Community College District No. 513
 Fiscal Year 2022 Budget to Actual Comparison
 All Funds - By Budget Officer
 as of January 31, 2023
 Unaudited

Department	Actual FY2023	Annual Budget FY2023	Actual/ Budget 58.3%
President	225,034	387,369	58.1%
Board of Trustees	13,183	14,875	88.6%
Community Relations	231,841	356,467	65.0%
Foundation	56,406	94,661	59.6%
Continuing Education	403,337	636,817	63.3%
Facilities	2,935,147	5,696,084	51.5%
Information Technologies	945,284	1,999,584	47.3%
Institutional Research	65,334	111,691	58.5%
Academic Affairs	272,254	269,430	101.0%
Academic Affairs (AVPCE)	127,878	292,201	43.8%
Carl Perkins (Grant)	90,345	233,057	38.8%
ECACE Early Childhood (Grant)	88,414	273,116	32.4%
GEER (Grant)	21,314	30,649	69.5%
HEERF (Grant)	3,604,646	4,152,631	86.8%
Adult Education	269,713	482,050	56.0%
Learning Resources	946,475	1,644,261	57.6%
Workforce Development Division	1,432,399	2,593,569	55.2%
Natural Sciences & Business Division	1,746,353	3,236,614	54.0%
Humanities & Fine Arts/Social Science Division	1,646,827	2,984,064	55.2%
Health Professions Division	934,338	1,952,000	47.9%
Admissions & Records	255,024	486,526	52.4%
Counseling	327,721	644,285	50.9%
Student Services	175,225	318,814	55.0%
Financial Aid	1,963,115	3,559,497	55.2%
Career Services	23,535	47,229	49.8%
Athletics	220,510	355,755	62.0%
TRiO (Student Success Grant)	201,144	344,090	58.5%
Ottawa Center	53,059	100,688	52.7%
Campus Security	223,690	460,600	48.6%
Business Services/General Institution	902,045	1,058,942	85.2%
College Bridge (Grant)	56,438	220,000	25.7%
DCEO-Ag Site work (Grant)	-	240,788	0.0%
Risk Management	336,410	690,714	48.7%
Tuition Waivers	725,369	723,000	100.3%
Purchasing	77,444	130,976	59.1%
Human Resources	135,737	204,938	66.2%
Bookstore	699,567	1,196,441	58.5%
Shipping & Receiving	62,262	105,927	58.8%
Copy Center	47,283	60,284	78.4%
Total FY23 Expenditures	22,542,096	38,390,684	58.7%

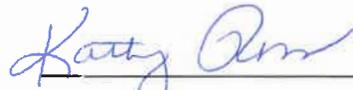
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Illinois Valley Community College
Statement of Cash Flows
for the Month ended January 31, 2023

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 4,846,284.26	\$ 673,205.54	\$ 1,828,106.92	\$ 206,500.61	\$ (297,741.18)	\$ (826,782.76)	\$ 2,119,084.98	\$ 37,103.33	\$ 1,046,833.58	\$ 417,770.49	\$ 10,050,365.77
Total Receipts	707,910.28	58,616.60	103.98	-	97,897.67	17,575.00	1,753.42	-	-	16,500.00	\$ 900,356.95
Total Cash	5,554,194.54	731,822.14	1,828,210.90	206,500.61	(199,843.51)	(809,207.76)	2,120,838.40	37,103.33	1,046,833.58	434,270.49	10,950,722.72
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	660,000.00	300,000.00	-	-	-	40,000.00	-	-	-	-	1,000,000.00
Expenditures	(1,783,304.65)	(210,499.42)	(122,078.62)	-	(116,994.39)	(428,384.13)	-	-	(77,833.88)	-	(2,739,095.09)
ACCOUNT BALANCE	4,430,889.89	821,322.72	1,706,132.28	206,500.61	(316,837.90)	(1,197,591.89)	2,120,838.40	37,103.33	968,999.70	434,270.49	9,211,627.63
Deposits in Transit	-	-	-	-	-	-	-	-	-	-	-
Outstanding Checks	305,403.47	-	-	-	-	-	-	-	-	-	305,403.47
BANK BALANCE	4,736,293.36	821,322.72	1,706,132.28	206,500.61	(316,837.90)	(1,197,591.89)	2,120,838.40	37,103.33	968,999.70	434,270.49	9,517,031.10
Certificates of Deposit	-	-	212,323.13	-	-	-	1,433,521.10	-	-	-	1,645,844.23
Illinois Funds	7,719,249.85	1,973,395.19	481,864.18	19,355.84	-	3,337.45	57,068.22	-	-	613,526.55	10,867,797.28
ISDLAF+ Funds	-	-	1,005,219.67	-	-	-	-	-	-	-	1,005,219.67
PMA Holdings- MM	23,787.18	-	-	-	-	-	-	-	-	-	23,787.18
Capital Dev. Fund-MD	-	-	539,698.45	-	-	-	-	-	-	-	539,698.45
Total Investment	\$ 7,743,037.03	\$ 1,973,395.19	\$ 2,239,105.43	\$ 19,355.84	\$ -	\$ 3,337.45	\$ 1,490,589.32	\$ -	\$ -	\$ 613,526.55	\$ 14,082,346.81

LaSalle State Bank	\$ 708,222.02
Midland States Bank	<u>8,808,809.08</u>
	<u>\$ 9,517,031.10</u>

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
January 31, 2023

	<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>Q&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Current Market Value</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
	3/31/2024	324,375	162,188		101,367		227,063		814,993	814,993	Goldman Sachs	91282CEG2	2.25%	Govt Treasuries
	7/25/2024	58,245	29,123		18,202		40,772		146,342	146,342	FHLMC	3137BDCW4	3.30%	Govt Treasuries
	3/15/2025	261,381	130,690		81,682		182,967		656,719	656,719	Nomura Securities	91282CED9	1.75%	Govt Treasuries
	9/25/2025	18,882	9,441		5,901		13,217		47,441	47,441	FHLMC	3137BS6F5	2.74%	Govt Treasuries
	12/1/2025	38,677	19,338		12,086		27,074		97,175	97,175	FNMA	3140HR4Y6	3.61%	Govt Treasuries
	3/31/2026	156,962	78,481		49,051		109,874		394,368	394,368	J.P. Morgan	91282CBT7	0.75%	Govt Treasuries
	4/1/2026	34,136	17,068		10,668		23,895		85,767	85,767	FNMA	3138LDSW4	2.67%	Govt Treasuries
	5/25/2026	20,518	10,259		6,412		14,363		51,553	51,553	FHLMC	3137BQYS0	2.53%	Govt Treasuries
	7/1/2026	50,201	25,101		15,688		35,141		126,130	126,130	FNMA	3138LDY80	2.53%	Govt Treasuries
	3/31/2027	155,746	77,873		48,671		109,022		391,313	391,313	J.P. Morgan	91282CEF4	2.50%	Govt Treasuries
	6/25/2027	94,111	47,056		29,410		65,878		236,455	236,455	FHLMC	3137F2LJ3	3.12%	Govt Treasuries
	12/25/2027	53,422	26,711		16,694		37,395		134,222	134,222	FNMA	3136AY7L1	2.99%	Govt Treasuries
61	11/15/2023	39,274	19,637		12,273		27,492		98,676	98,676	Delmarva Power	247109BS9	3.50%	Corporate Issue
	3/15/2024	38,811	19,406		12,128		27,168		97,513	97,513	Goldman Sachs	38141GZP2	3.00%	Corporate Issue
	3/16/2024	39,382	19,691		12,307		27,568		98,948	98,948	J.P. Morgan	46647PBZ8	0.70%	Corporate Issue
	5/3/2024	38,991	19,495		12,185		27,293		97,964	97,964	American Express	025816CV9	3.38%	Corporate Issue
	6/27/2024	38,347	19,174		11,983		26,843		96,347	96,347	American Honda	02665WCZ2	2.40%	Corporate Issue
	10/26/2024	38,379	19,189		11,993		26,865		96,427	96,427	Bb T Corporation	05531FBB8	2.85%	Corporate Issue
	2/4/2025	38,160	19,080		11,925		26,712		95,877	95,877	Bank of America	06051GKG3	1.84%	Corporate Issue
	2/15/2025	38,583	19,292		12,057		27,008		96,941	96,941	Comcast	20030NBL4	3.38%	Corporate Issue
	3/10/2025	38,219	19,109		11,943		26,753		96,024	96,024	Charles Schwab	808513AL9	3.00%	Corporate Issue
	3/15/2025	38,434	19,217		12,011		26,904		96,565	96,565	Abbott Labs	002824BB5	2.95%	Corporate Issue
	3/25/2025	38,801	19,400		12,125		27,161		97,487	97,487	Intel Corporation	458140BP4	3.40%	Corporate Issue
	5/13/2025	38,668	19,334		12,084		27,068		97,153	97,153	Caterpillar	14913R2V8	3.40%	Corporate Issue
	6/13/2025	38,913	19,456		12,160		27,239		97,768	97,768	Bank New York	06406RBF3	3.43%	Corporate Issue
	8/18/2025	38,671	19,336		12,085		27,070		97,162	97,162	Toyota Corp	89236TKF1	3.65%	Corporate Issue
	9/9/2025	29,397	14,698		9,186		20,578		73,859	73,859	Wal-Mart	931142EW9	3.90%	Corporate Issue
	11/10/2025	20,120	10,060		6,288		14,084		50,552	50,552	Wisconsin Pub Svc	976843BP6	5.35%	Corporate Issue

**ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT**

January 31, 2023

5/1/2027	21,512	10,756	6,723	15,059	54,050	54,050	Massachusetts	575831EZ1	2.39%	Municipal Issue
6/1/2027	34,604	17,302	10,814	24,223	86,943	86,943	Connecticut	20772KNY1	1.50%	Municipal Issue
6/30/2027	34,270	17,135	10,709	23,989	86,103	86,103	Multnomah Co.	625517NG8	1.25%	Municipal Issue
Total PMA	1,948,193	974,097	-	608,810	-	1,363,735				

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
January 31, 2023

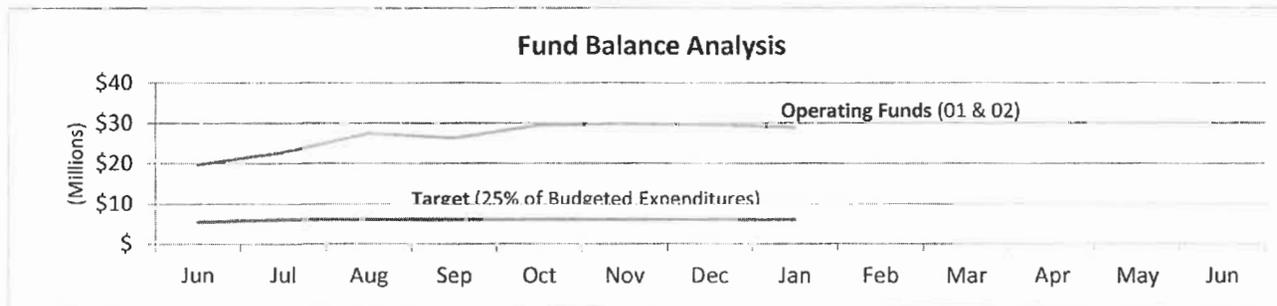
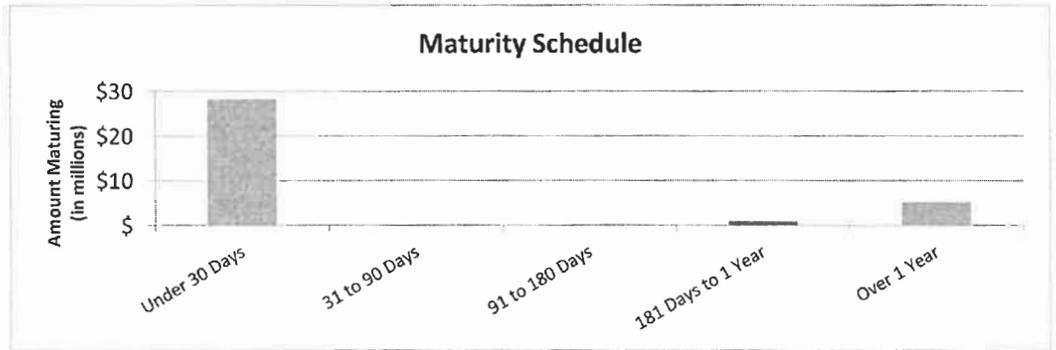
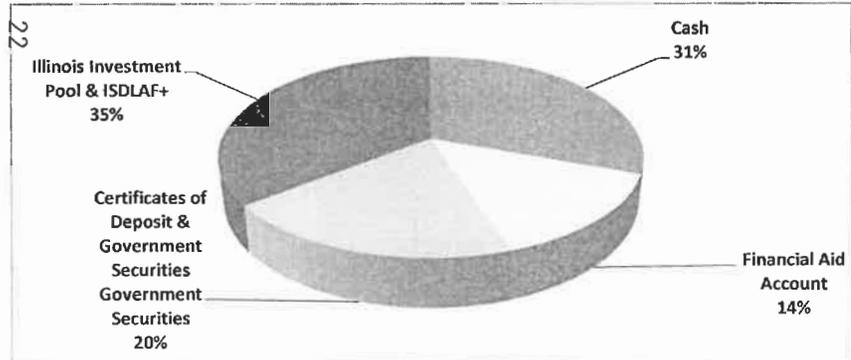
<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
7/17/2023			212,323					212,323	HNB	0.60%	0.60%	600092-1002
11/7/2023						198,167		198,167	CB	3.50%	3.50%	Goldman Sachs
11/7/2023						198,158		198,158	CB	3.50%	3.50%	UBS Bank USA
11/8/2023						198,243		198,243	CB	3.55%	3.55%	Morgan Stanley Bank
11/8/2023						198,146		198,146	CB	3.55%	3.55%	Morgan Stanley
11/15/2023						198,183		198,183	CB	3.55%	3.55%	Comenity Capital
8/12/2024						228,409		228,409	MBS	0.70%	0.70%	Sallie Mae Bank
2/25/2026						214,216		214,216	MBS	0.65%	0.65%	State Bank of India
Total CD	-	-	212,323	-	-	1,433,521	-	1,645,844				

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
January 31, 2023**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	30.7%	\$ 10,248,554	3.416%
Financial Aid Account	14.3%	4,764,037	3.500%
Certificates of Deposit & Government Securities	19.6%	6,540,680	2.190%
Illinois Investment Pool & ISDLAF+	35.5%	11,873,017	4.331%
Total		\$ 33,426,287	3.513%

Institution	Illinois Investment Pool ISDLAF+	Certificates of Deposit Government Securities	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,867,797	-	-	10,867,797	33%
ISDLAF+ Funds	1,005,220	-	-	1,005,220	3%
Midland States Bank	-	-	8,808,809	8,808,809	26%
Midland States-F/A	-	-	4,764,037	4,764,037	14%
Midland States-Bldg	-	-	539,698	539,698	2%
LaSalle State Bank	-	-	708,222	708,222	2%
Commerce Bank	-	990,897	-	990,897	3%
Multi Bank Securities	-	442,624	-	442,624	1%
Hometown Ntl Bank	-	212,323	-	212,323	1%
PMA Holdings	-	4,894,836	23,787	4,918,623	15%
Heartland Bank	-	-	168,037	168,037	1%
Marseilles Bank	-	-	-	-	0%
	\$ 11,873,017	\$ 6,540,680	\$ 15,012,591	\$ 33,426,287	100%



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\$5,000 and Over Disbursements

01/01/23 - 01/31/23

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
781479	1/5/2023	82994	Eureka Savings Bank	245,000.00	H.S.A. Contributions (2023)
781480	1/5/2023	82994	Eureka Savings Bank	75,000.00	H.S.A. Contributions (2023)
781481	1/5/2023	195549	Heartland Bank and Trust	229,166.67	H.S.A. Contributions (2023)
781482	1/5/2023	195549	Heartland Bank and Trust	62,500.00	H.S.A. Contributions (2023)
781488	1/5/2023	82897	SURS	47,564.86	Payroll Deductions (1/5/23)
781492	1/5/2023	209546	Allied Universal Security Services	27,425.96	Security Services - Main Campus (12/09/22-12/29/22) & OTC (12/09/22-12/22/22)
781506	1/5/2023	102229	Elan Corporate Payment Systems	16,096.27	Monthly Credit Card Charges
781507	1/5/2023	209907	Ellucian Company, L.P.	5,475.00	Ellucian Professional Colleague Migration to the Cloud
ACH	1/5/2023		Prudential	6,067.55	Life Insurance (January 2023)
ACH	1/5/2023		Internal Revenue Service	49,836.27	Federal Payroll Taxes
ACH	1/5/2023		Illinois Department of Revenue	19,637.50	State Payroll Taxes
ACH	1/5/2023		TSA EPARS	8,544.14	403(b) & 457(b)Payroll
781547	1/11/2023	209546	Allied Universal Security Services	8,128.08	Security Services - Main Campus & OTC (12/30/22-01/05/23)
781562	1/11/2023	231779	Stryker Medical	35,201.45	Stryker LIFEPAK 15, Charge Base and Cord
781563	1/11/2023	204158	Interact Communications, Inc	49,999.13	Digital Media Buy; Placement Fee Media Management
781569	1/11/2023	233357	Mansfield Power & Gas LLC	5,030.04	Monthly Natural Gas Service
781580	1/11/2023	235280	RHB - Richard Harrison Bailey Inc	32,500.00	Professional Fees - Slate Services
ACH	1/12/2023		CCHC	281,287.50	Health Insurance (January 2023)
781617	1/18/2023	209546	Allied Universal Security Services	7,033.41	Security Services - Main Campus & OTC (01/06/23-01/12/23)
781620	1/18/2023	235388	Arbor Management	14,926.90	Food Service Monthly Billing
781622	1/18/2023	149548	Burwood Group	40,908.36	Boardroom A/V - Pro Services; Emergency Response; Chief Fusion; BG Professional Services
781624	1/18/2023	173266	Xerox Business Solutions Midwest	6,681.82	Print Management Fees
781625	1/18/2023	223371	Central Truck Leasing LLC	5,684.68	Monthly Tractor Lease and Variable Mileage Costs
781627	1/18/2023	177547	Conference Technologies, Inc	14,676.01	Classroom D225 Switcher Solution Upgrade; Intech and Sound Inc
781635	1/18/2023	209907	Ellucian Company, L.P.	8,333.00	Transition Services
781640	1/18/2023	1335	Henricksen & Company, Inc	5,915.80	Dental Lab Reception Desk and Chairs
781648	1/18/2023	236328	Lenovo (United States) Inc	16,570.00	Notebook ThinkPad X1 & T14
781649	1/18/2023	235100	Lo Destro Construction	122,078.62	CETLA Band Room Reno Project **
781651	1/18/2023	233357	Mansfield Power & Gas LLC	10,357.93	Monthly Natural Gas Service
781656	1/18/2023	950	Midland Paper Company	12,975.20	Office Paper Stock Replenishment
781685	1/18/2023	233385	Strada Collaborative, Inc. Db	96,000.00	Adult Learner 360 Survey; Inside Track - Journey/Program; CAEL - Tool Pro
781686	1/18/2023	1450	Thyssenkrupp Elevator Corporation	7,882.89	Quarterly Billing for Annual Maintenance Elevator Agreement
781713	1/19/2023	82897	SURS	51,735.24	Payroll Deductions (1/19/23)
ACH	1/19/2023		Internal Revenue Service	57,780.17	Federal Payroll Taxes
ACH	1/19/2023		Illinois Department of Revenue	22,544.94	State Payroll Taxes
ACH	1/19/2023		TSA EPARS	8,794.14	403(b) & 457(b)Payroll
781725	1/25/2023	209546	Allied Universal Security Services	7,439.45	Security Services - Main Campus & OTC (01/13/23-01/19/23)
781730	1/25/2023	1369	Ameren Illinois	5,967.87	Monthly Utilities : Gas - Numerous Accounts

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\$5,000 and Over Disbursements

01/01/23 - 01/31/23

Check	Check	Vendor
781736	1/25/2023	149548 Burwood Group
781750	1/25/2023	195242 K.K. Stevens Publishing Co.
ACH	1/26/2023	Quadient-USPS
781793	1/27/2023	236745 River City Motors LLC
781794	1/27/2023	236675 Theatrical Rights Worldwide
ACH	1/31/2023	EBC

Check	
14,955.00	WebEx Calling Professional Services
7,354.16	Spring 2023 Continuing Education Class Schedule Booklet
5,000.00	Postage for Meter
43,010.26	2008 Chevrolet 4500 Summit White Ambulance
6,505.00	Spring Theatre Production "The Prom" Licensing; Scrip Books
5,399.59	H.R.A., F.S.A., Cobra (January 2023)

\$ 1,810,970.86

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



IVCC Stipend Board Report for Payroll Ending 12/31/2022

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Biagi, Dorothy A	Tortellini:Twist,Cook,Eat,Rept	12/14/2022	12/14/2022	01/05/2023	ST	180.00	014110394151320			
Biagi, Dorothy A	Tortellini:Twist,Cook,Eat,Rept	12/15/2022	12/15/2022	01/05/2023	ST	180.00	014110394151320			
Boyle- Bruch, Ida Lee	FSS 8 hrs Online & In-Person	12/19/2022	12/19/2022	01/05/2023	ST	100.00	014110394151320			
Killian, Melissa J	Overload x 11 hours	12/18/2022	12/31/2022	01/05/2023	OV	567.19	013230030851540			

\$ 1,027.19

Dr. Matthew Seaton
Vice President of Business Services and Finance

25

Dr. Jerry Corcoran
President

1/5/2023

***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



**IVCC Stipend Board Report for Payroll Ending
1/14/2023**

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Angell, Molly Renee	ALH 1214-600 Lab/Clinical	01/09/2023	03/02/2023	03/16/2023	ST	4,300.00	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Beetz, Lyndsey Nicole	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900			
Bellubbi, Gowri	CSI 2011-100	01/09/2023	05/13/2023	05/25/2023	ST	3,510.00	011120410051320	CSI-2011-100	Computer Science II	
Bhattacharya, Abhijeet	ECN 2003-100	01/09/2023	05/13/2023	05/25/2023	ST	2,574.00	011120570051320	ECN-2003-100	Principles of Macroeconomics	
Bishop, Heather Dawn	ACT 1210-100	01/09/2023	05/13/2023	05/25/2023	ST	2,148.00	011120570051320	ACT-1210-100	Fundamentals of Accounting	
Branaman, Samantha Kathleen	EMS 2230-300	01/09/2023	05/13/2023	05/25/2023	ST	6,536.00	011420410051310	EMS-2230-300	Paramedic II	
Brittingham, Rose Marie	ENG 0909 01	01/09/2023	05/13/2023	05/25/2023	ST	816.00	011520650051320	ENG-0909-01	English Lab	
Brittingham, Rose Marie	ENG 0909 100	01/09/2023	05/13/2023	05/25/2023	ST	816.00	011520650051320	ENG-0909-100	English Lab	
Brown, Jerry Alan	MGT 2200-300	01/09/2023	05/13/2023	05/25/2023	ST	2,373.00	011120570051320	MGT-2220-300	Principles of Supervision	
Bruch, Anna Marie Faletti	Interim Dir-NUR 9 paysx\$512.46	01/01/2023	04/22/2023	04/27/2023	OV	4,612.14	011420730051340			
Carboni, Christian James	IMT 1220-300	01/09/2023	05/13/2023	05/25/2023	ST	3,262.50	011320410051320	IMT-1220-301	Rigging Systems	
Christmann, Mark Henry	ELE 1201-300	01/09/2023	05/13/2023	05/25/2023	ST	4,896.00	011320410051320	ELE-1201-300	Basic Indust. Electricity II	
Collins, Bret Edward	CSN 1225-300	01/09/2023	05/13/2023	05/25/2023	ST	3,300.00	011320410051320	CSN-1225-300	Core Networking Technologies	
Czubachowski, Brandon Lee	MUP 1004 300	01/09/2023	05/13/2023	05/25/2023	ST	825.00	011120650051320	MUP-1004-300	Jazz Ensemble	
Czubachowski, Brandon Lee	Jazz Ensemble	01/09/2023	05/13/2023	05/25/2023	ST	1,650.00	011120650051320			
Data, Dorene Marie	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Dean, Meaghan L	FIN 1200-01	01/09/2023	05/13/2023	05/25/2023	ST	2,106.00	011120570051320	FIN-1200-01	Principles of Finance	
Dickey, Lisa Kay	ECE 1204 100	01/09/2023	05/13/2023	05/25/2023	ST	2,373.00	011220650051320	ECE-1204-100	DAP Infants/Toddlers/Tweens	
Dickey, Lisa Kay	ECE 2203 100	01/09/2023	05/13/2023	05/25/2023	ST	3,955.00	011220650051320	ECE-2203-100	Supervision and Administration	
Dzurisin, Juliana Mae	ALH 1214-600, 601 Lecture	01/09/2023	03/02/2023	03/16/2023	ST	4,719.00	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Eccles, Kimberly A	CSN 1200-100	01/09/2023	05/13/2023	05/25/2023	ST	3,656.00	011320410051320	CSN-1200-100	Using Internet/World Wide Web	
Fess, Frederick E	ELT 1203-300	01/09/2023	05/13/2023	05/25/2023	ST	2,667.00	011320410051320	ELT-1203-300	Industrial Instrumentation	
Fish, Nicholas R	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900			
Fox, Amber Rae	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Fox, Scott Michael	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Gibson, Stephen Benton	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Greenwell, Kayla M	ENG 1001 600	01/09/2023	05/13/2023	05/25/2023	ST	2,139.00	011120650051320	ENG-1001-600	English Composition I	
Greenwell, Kayla M	ENG 1002 08	01/09/2023	05/13/2023	05/25/2023	ST	2,139.00	011120650051320	ENG-1002-08	English Composition II	
Greve, Mary Ann	Phlebotomy Prgm Coordinator	01/09/2023	05/13/2023	05/23/2023	ST	2,319.00	011420730051320			

Greve, Mary Ann	ALH 1214-600, 601 Lecture	01/09/2023	05/13/2023	05/25/2023	ST	2,319.00	011420730051320	ALH-1252-300	Prin. & Pract. of Phlebotomy
Groleau, Ronald W	BIO 1200-100	01/09/2023	05/13/2023	05/25/2023	ST	2,667.00	011120570051320	BIO-1200-100	Human Body Structure & Funct.
Gustafson, Janelle L	ECE 2005 100	01/09/2023	05/13/2023	05/25/2023	ST	2,550.00	011220650051320	ECE-2005-100	The Exceptional Learner
Gustafson, Janelle L	ECE 2005 101	01/09/2023	05/13/2023	05/25/2023	ST	2,550.00	011220650051320	ECE-2005-101	The Exceptional Learner
Guzior, Steven J	ELE 1205-300	01/09/2023	05/13/2023	05/25/2023	ST	2,932.00	011320410051320	ELE-1205-300	Programmable Logic Cntrlrs II
Hauser, Jennifer Nicole	ALH 1214-601 Lab/Clinical	01/09/2023	03/02/2023	03/16/2023	ST	4,300.00	011420730051320	ALH-1214-601	Certified Nursing Assistant
Hauser, Jennifer Nicole	Cover'd ALH 1214-600,601 Lec	01/10/2023	01/10/2023	01/19/2023	ST	233.92	011420730051320		
Hermes, Kevin Michael	CRJ 2250-100	01/09/2023	05/13/2023	05/25/2023	ST	2,373.00	011120570051320	CRJ-2250-100	Ethics in Criminal Justice
Hermes, Kevin Michael	CRJ 2040-01	01/09/2023	05/13/2023	05/25/2023	ST	2,373.00	011120570051320	CRJ-2040-01	Criminology
Hermosillo, Christine Elie	NUR 2212-04 Clinical	01/12/2023	03/02/2023	03/16/2023	ST	3,440.00	011420730051320	NUR-2212-04	Holistic Nursing IV
Hernandez, Corinna Mae	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900		
Hernandez, Corinna Mae	DLAL 2203-02 Lab Only	01/09/2023	05/13/2023	05/25/2023	ST	1,482.00	011420410051310	DLAL-2203-02	Chairside Assisting II Lab
Hernandez, Corinna Mae	DLAL 2201-02 Lab Only	01/09/2023	05/13/2023	05/25/2023	ST	2,223.00	011420410051310	DLAL-2201-02	Dental Lab Procedures II Lab
Hernandez, Corinna Mae	DLAL 2201 01 Lab Only	01/09/2023	05/13/2023	05/25/2023	ST	2,223.00	011420410051310	DLAL-2201-01	Dental Lab Procedures II Lab
Hernandez, Corinna Mae	DLAL 2203-01 Lab Only	01/09/2023	05/13/2023	05/25/2023	ST	1,482.00	011420410051310	DLAL-2203-01	Chairside Assisting II Lab
Hinterlong, James Edward	BUL 2000-01	01/09/2023	05/13/2023	05/25/2023	ST	2,667.00	011120570051320	BUL-2000-01	The Legal Envrnmt of Business
Hodgson, Laura Ann	Tutoring/Mentoring	01/02/2023	01/13/2023	01/19/2023	ST	1,000.00	061420153951900		
Hubbell, Jonathan M	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900		
Jauch, Christian Martin	CSI 1002-650	01/09/2023	05/13/2023	05/25/2023	ST	3,532.00	011120410051320	CSI-1002-650	Intro To Bus. Computer Systems
Jauch, Christian Martin	CSI 1002-01	01/09/2023	05/13/2023	05/25/2023	ST	3,532.00	011120410051320	CSI-1002-01	Intro To Bus. Computer Systems
Jauch, Christian Martin	CSI 1002-100	01/09/2023	05/13/2023	05/25/2023	ST	3,532.00	011120410051320	CSI-1002-100	Intro To Bus. Computer Systems
Jenrich, Chuck	TransWrld ISO 9001:2105 Implmt	12/18/2022	12/20/2022	01/19/2023	ST	2,500.00	014210331051320		
Jenrich, Chuck	Teleweld ISO9001:2015 Imp	12/20/2022	12/21/2022	01/19/2023	ST	1,100.00	014210331051320		
Jenrich, Chuck	J.Hardie Lean6 Sigma Gr Belt	12/28/2022	12/28/2022	01/19/2023	ST	500.00	014210331051320		
Johnson, D Scott	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900		
Johnson, D Scott	HVC 2210-300	01/09/2023	05/13/2023	05/25/2023	ST	3,164.00	011320410051320	HVC-2210-300	Advanced Heating
Johnson, D Scott	HVC 1240-300	01/09/2023	05/13/2023	05/25/2023	ST	3,164.00	011320410051320	HVC-1240-300	Design Installation/Service
Killian, Melissa J	Overload x 21 hrs	01/01/2023	01/14/2023	01/19/2023	OV	1,324.62	013230030851540		
Klag, Jeremiah John	CSN 1225-301	01/09/2023	05/13/2023	05/25/2023	ST	2,908.00	011320410051320	CSN-1225-301	Core Networking Technologies
Klag, Jeremiah John	CSC 2206-100	01/09/2023	05/13/2023	05/25/2023	ST	2,908.00	011320410051320	CSC-2206-100	CySA+
Koudelka, Arthur Edward	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900		

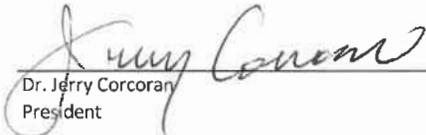
Kusek, Karl Kenneth	ELE 1206-01	01/09/2023	05/13/2023	05/25/2023	ST	2,574.00	011320410051320	ELE-1206-300	Electrical Wiring	
Landgraf, Tammy L	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Leynaud, Donald Craig	Open Lab Hours	01/09/2023	05/13/2023	05/25/2023	ST	3,672.00	011120570051320			
Lynch, Kevin Robert	WLD 312 Multi Series Prep	01/09/2023	04/20/2023	04/27/2023	ST	376.00	011320410051320			
Lynch, Kevin Robert	WLD Series 312	01/09/2023	04/20/2023	04/27/2023	ST	2,256.00	011320410051320	WLD-1200-312	SMAW Mild Steel, Flat Pos.	
Malavolti, Steven Otto	ELE 1200-01	01/09/2023	05/13/2023	05/25/2023	ST	5,148.00	011320410051320	ELE-1200-01	Basic Indust. Electricity I	
Malavolti, Steven Otto	WND 2200-300	01/09/2023	05/13/2023	05/25/2023	ST	5,148.00	011320410051320	WND-2200-300	Wind Turbine Cntrl, Over, Main	
McDonnell, Nancy Ann	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900			
Mollin, Richard D.	TDT 40 hr EquipRefresh Class A	01/02/2023	01/03/2023	01/19/2023	ST	416.00	014210331051320			
Mollin, Theresa Marie	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Moskalewicz, James P	Overload x 14 hrs	01/01/2023	01/14/2023	01/19/2023	OV	1,159.40	013230030851540			
Mott, Willard D	2023 Campus Farm Mgt Duties	01/01/2023	12/21/2023	12/21/2023	ST	2,000.00	027810480051900			
Mott, Willard D	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Nestler, Thomas E	SP23 40hr Class B TDT Class	01/02/2023	01/07/2023	01/19/2023	ST	595.00	014210331051320			
Nickel, Paul A	WLD Series Multi Prep 04	01/09/2023	03/02/2023	03/16/2023	ST	429.00	011320410051320			
Nickel, Paul A	WLD Series 04	01/09/2023	03/02/2023	03/16/2023	ST	2,574.00	011320410051320	WLD-1200-04	SMAW Mild Steel, Flat Pos.	
Norlin, Marilyn Kaye	ALH 1030-01 Lecture	01/09/2023	05/13/2023	05/25/2023	ST	1,602.00	011420730051320	ALH-1030-01	Yoga	
Olson, Rachael Z	ART 1010 150	01/09/2023	05/13/2023	05/25/2023	ST	2,223.00	011120650051320	ART-1010-150	Art Survey II	
Pfeffinger, Kira Lee	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Prine, Renee Marie	Overload x 14 hrs	01/01/2023	01/14/2023	01/19/2023	OV	966.18	013230030851540			
Quesse, William G	CSO 2200-300	01/09/2023	05/13/2023	05/25/2023	ST	2,808.00	011320410051320	CSO-2200-300	UNIX Operating System	
Ritter, Kathryn R	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Roach, Josh Joseph	WLD 311 Multi Series Prep	01/09/2023	04/20/2023	04/27/2023	ST	376.00	011320410051320			
Roach, Josh Joseph	WLD Series 311	01/09/2023	04/20/2023	04/27/2023	ST	2,256.00	011320410051320			
Roach, Josh Joseph	WLD Series 301 Multi Prep	01/09/2023	03/02/2023	03/16/2023	ST	412.50	011320410051320			
Roach, Josh Joseph	WLD Series 301	01/09/2023	03/02/2023	03/16/2023	ST	2,475.00	011320410051320	WLD-1200-301	SMAW Mild Steel, Flat Pos.	
Roether, Jenilyn E	Choir Ensemble	01/09/2023	05/13/2023	05/25/2023	ST	1,582.00	011120650051320			
Roether, Jenilyn E	MUP 1001 300	01/09/2023	05/13/2023	05/25/2023	ST	791.00	011120650051320	MUP-1001-300	Collegiate Chorale	
Salz, Richard Allan	TDT 40hr Equip Refresh Class A	01/04/2023	01/05/2023	01/19/2023	ST	416.00	014210331051320			
Schumacher, Matthew H	HIS 1001 500	01/09/2023	05/13/2023	05/25/2023	ST	2,139.00	011120650051320	HIS-1001-500	History Western Civiliz. II	
Seghi, Heather Nicole	Program Coordinator Meeting	01/05/2023	01/05/2023	01/19/2023	SG	150.00	061320152751900			
Smith, M'Kenzee Brogan	NUR 1211-02 Clinical	01/09/2023	03/02/2023	03/16/2023	ST	3,565.00	011420730051320	NUR-1211-02	Holistic Nursing I	
Smith, Mary Helen	CAD 1203-350	01/09/2023	05/13/2023	05/25/2023	ST	2,649.00	011320410051320	CAD-1203-350	Electronics Drafting	
Smith, Paul C	CAD 2204-350	01/09/2023	05/13/2023	05/25/2023	ST	3,300.00	011320410051320	CAD-2204-350	Geom Dimension & Tolerance	
Smith, Paul C	GNT 1209-350	01/09/2023	05/13/2023	05/25/2023	ST	3,300.00	011320410051320	GNT-1209-350	Blueprint Reading	
Smith, Paul C	GNT1209-250 sob 4hrs EQTD	08/15/2022	12/14/2022	01/19/2023	ST	825.00	011320410051320			Course was paid at 3 hours, should have been 4
Sondgeroth, Anthony Lee	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			

Story, Michelle M	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Swett, Steven A	MKT 1220-80 Ind Study	01/09/2023	05/13/2023	05/25/2023	ST	300.00	011120570051320	MKT-1220-80	Sales/Retailing	
Swett, Steven A	ALH 1221-300 Lecture	01/09/2023	03/02/2023	03/16/2023	ST	1,067.00	011420730051320	ALH-1221-300	Industrial First Aid	
Timmers, Jennifer Nichole	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Tonioni, Nicole Heather	SWK 1000 01	01/09/2023	05/13/2023	05/25/2023	ST	2,157.00	011120650051320	SWK-1000-01	Introduction To Social Work	
Van Duzer, Kyle David	CAD 1200-300	01/09/2023	05/13/2023	05/25/2023	ST	2,808.00	011320410051320	CAD-1200-300	Comp Aided Draft I AutoCAD	
Whaley, Philip A	Wind Ensemble	01/09/2023	05/13/2023	05/25/2023	ST	1,504.00	011120650051320			
Whaley, Philip A	MUP 1002 300	01/09/2023	05/13/2023	05/25/2023	ST	752.00	011120650051320	MUP-1002-300	Wind Ensemble	
Whited, Barry Gene	ACT 2222-80 Ind Study	01/09/2023	05/13/2023	05/25/2023	ST	300.00	011120570051320	ACT-2222-80	Intermediate Accounting II	
Whitehead, Garrick	Program Coordinator Meeting	01/06/2023	01/06/2023	01/19/2023	SG	150.00	061320152751900			
Wlodarchak, Carol Lynn	REA-1200-300	01/10/2023	05/02/2023	05/11/2023	ST	4,746.00	014110394151320	REA-1200-300	Real Est Broker Pre-License I	

\$ 207,488.26



Dr. Matthew Seaton
Vice President of Business Services and Finance



Dr. Jerry Corcoran
President

11/18/2023

*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



IVCC Stipend Board Report for Payroll Ending 01/28/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Antle, Tracey Ann	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	6,723.75	011420730051340			Entered 1/25/23- NUR 1210-8,10,12/Alternative/Orientatn/1st Aid
Ault, Richard L	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	7,425.00	011120570051340			Entered 1/26/23: CHMD 1007-01; CHMD 1007-02
Beez, Lyndsey Nicole	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,966.50	011420410051340			Entered 1/25/23 - DLA 2201-100;DLA 2204-02,03;DLA 2205-150
Black, Mary A	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	7,050.00	011120570051340			Entered 1/26/23: MTH 1206-100; MTH 0920-80
Black, Wesley Taylor	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	7,425.00	011120570051340			Entered 1/26/23: MTH 1007-01; MTH 1007-100; MTH 2002-01
Blaydes, Christine Ann	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	17,118.75	011420730051340			Entered 1/25/23-ALH 1214-01,02,03,04; ALH 1215-300
Boughton, Christina A.	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	17,036.25	011420730051340			Entered 1/25/23 - NUR 1210-2,4,6,7,8,9,10,11/Alter/Orien/1st Aid
Brolley, Vincent Depaul	22FA/23SP Overload	01/15/2023	02/11/2023	02/16/2023	OV	2,475.00	011120570051340			Entered 1/26/23: BUL2000-100
Bruch, Anna Marie Faletti	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	16,500.00	011120570051340			Entered 1/25/23 - ALH 1002-100,101; NUR 2211-1,2,3,4,6
Caley Opsal, Susan Mary	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	12,993.75	011120570051340			Entered 1/26/23: BIO 1008-150,151; BIOD 1008-01; BIOD 1008-02
Carey, Lauri L	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	14,437.50	011120570051340			Entered 1/26/23: BIO 1001-02,100; BIO 1004-01,02
Chambers, Dawn M	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	1,650.00	011120570051340			Entered 1/26/23: MTH 1008-600
Cinotte, Lori Maret	Union Treasurer	01/15/2023	02/11/2023	02/16/2023	ST	1,650.00	018640091051900			Entered 1/25/23: Union Treasurer
Cinotte, Lori Maret	22FA/23SP Overload	01/15/2023	02/11/2023	02/16/2023	OV	7,875.00	011120650051340			Entered 1/25/23: ENG 1001-100;ENG 1002-03,05,80;JRN 1003-80;JRN
Cook Fesperman, Amanda	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	9,900.00	011120650051340			Entered 1/25/23: HIS 2006-100; Dual CR Coor; Int'l Ed
Data, Dorene Marie	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	13,340.25	011320410051340			Entered 1/25/23: CAD 1206-01; 2201-01;2208-150;2206-01
Fesperman, Jeffrey Norris	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,125.00	011120570051340			Entered 1/26/23: GEG 1003-100; GEG 1004-01
Fish, Nicholas R	23/SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	9,594.75	011420730051340			Entered 1/25/23-NUR-1200-4
Fish, Nicholas R	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	10,188.75	011420410051340			Entered 1/25/23 - EMS 2220-600;EMS221-300;EMS2231-300
Forst, Jean M	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	3,300.00	011120650051340			Entered 1/25/23: LIT 2013-100; ENG 1002-505
Fox, Amber Rae	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	7,797.25	011120570051340			Entered 1/26/23: ACT 1020-100;ACT1210-01;ACT1040-01;ACT1280-100
Fox, Scott Michael	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	2,301.75	011320410051340			Entered 1/25/23: MET 1209-01
Francisco, Marjorie Lynn	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	15,262.50	011420730051340			Entered 1/25/23-NUR 1211-01,04,5,6,7,8; ALH 1001-100
Garrison, David Michael	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	6,600.00	011120570051340			Entered 1/26/23: MTH 1004-100; MTH 1008-02; MTH 2003-01
Gibson, Stephen Benton	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	10,040.25	011320410051340			Ent'd 1/25/23:IMT1200-300;ELE 1203,1203-300;IMT1205-01;ELT2209-01
Gibson, Stephen Benton	W.Mills Maint Millwright Asses	01/26/2023	01/27/2023	02/02/2023	ST	300.00	014210331051320			
Gilio, Susan M	MUP 1012 01 Ind Study	01/09/2023	05/13/2023	05/25/2023	ST	150.00	011120650051320	MUP-1012-80	Flute Ensemble	
Hartford, Carmen Nichole	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	11,756.25	011120570051340			Entered 1/26/23: BIOD 1008-04,05,; BION 1008-100,101
Hernandez, Corinna Mae	DLA 2200-01	01/09/2023	05/13/2023	05/25/2023	ST	741.00	011420410051310	DLA-2200-01	Body Systems	
Hernandez, Corinna Mae	DLA 2210-01	01/09/2023	05/13/2023	05/25/2023	ST	370.50	011420410051310	DLA-2210-01	Pharmacology	
Hernandez, Corinna Mae	DLA 2203-01 Lecture Only	01/09/2023	05/13/2023	05/25/2023	ST	1,482.00	011420410051310	DLA-2203-01	Chairside Assisting II	
Hernandez, Corinna Mae	DLA 2220-01	01/09/2023	05/13/2023	05/25/2023	ST	370.50	011420410051310	DLA-2220-01	Oral Pathology I	
Herout, Kimberly Ruth	Health Prof Website Landing Pg	10/09/2020	01/08/2023	02/02/2023	SG	2,070.00	061420153951900			
Hubbell, Jonathan M	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	2,747.25	011120570051340			Entered 1/26/23: CRJ 2260-01; CRJ 2280-01
Jenrich, Chuck	J.Hardie Lean6 Sigma Green Blt	01/25/2023	01/25/2023	02/02/2023	ST	250.00	014210331051320			
Johll, Matthew E	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	1,856.25	011120570051340			Entered 1/26/23: CRJ 1001-01
Johnson, LeeAnn	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	1,650.00	011120570051340			Entered 1/26/23: BIOD 1001-02
King, Keith Robert	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	6,806.25	011120570051340			Entered 1/26/23: Open Lab
Klopoc, Elizabeth Ann	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	2,475.00	011120650051340			Entered 1/25/23: PSY 2006-600
Knoblauch, Heather Anne	23/SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	14,025.00	011420730051340			Entered 1/25/23 - NUR 2211-03, 07, 08
Knowlton, Amber Sue	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	30,525.00	011420730051340			Entered 1/25/23-ALH-1000-100,101,102; NUR 2212-1,2,3,4,6,7
Koudelka, Arthur Edward	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	14,425.00	011320410051340			Entered 1/25/23: ATO 1240-01; 2260-01; 2270-01; 2290-01; 1210-80
Kuester, David A	22FA/23SP Overload	01/15/2023	02/25/2023	03/02/2023	OV	3,375.00	011120650051340			Entered 1/25/23: THE 2002-101; THE 1005-80
Landgraf, Tammy L	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	6,600.00	011220650051340			Entered 1/25/23: ECE 1027-150; ECE 2202-300; ECE 2206-01
Lee, Tracy Denise	22FA/23SP OV-River Currents	01/15/2023	01/28/2023	02/02/2023	OV	2,475.00	011120650051340			Entered 1/25/23
Lee, Tracy Denise	Union President	01/15/2023	01/28/2023	02/02/2023	ST	4,950.00	018640091051900			Entered 1/25/23
Legrenzi, Sara Lyn	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,793.25	011420730051340			Entered 1/25/23 - NUR 1211-08, 10
Lockwood, Kirk D	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	7,425.00	011120650051340			Entered 1/25/23: ENG 1205-100; ENG2000-100
Mangold, Richard F	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	2,475.00	011120650051340			Entered 1/25/23: SOC 1002-01
Marko, Richard Edward	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	7,425.00	011320410051340			
McDonnell, Nancy Ann	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	9,768.00	011320410051340			Entered 1/25/23: CSP 2201-170;CSC2200-170;CSC2205-170;CSC2222-01

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Molln, Theresa Marie	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	3,300.00	011320410051340		Entered 1/25/23: WLD Series 01; WLD Series 05
Molln, Theresa Marie	W.Mills Maint Millwright Asses	01/26/2023	01/27/2023	02/02/2023	ST	262.50	014210331051320		
Morgan, Emily J	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	150.00	011120570051340		Entered 1/26/23: MTH 1009-80
Mott, Willard D	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	12,936.00	011120570051340		Entered 1/26/23: AGR 1206-01;1214-01;1215-01;1213-01
Myers, Taylor Marie	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	20,625.00	011420730051340		
Olesen, Jared Jeffrey	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,950.00	011120650051340		Entered 1/25/23: SOC 2001-01
Parks, Camden A	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	825.00	011120570051340		Entered 1/26/23: Open Lab
Pecherek, Michael John	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	8,250.00	011120650051340		Entered 1/25/23: MUS 1002-01; MUS 1012-01
Phillips, Michael Alan	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,950.00	011120570051340		Entered 1/26/23: GEL 1008-02; GEL 1009-01
Pretzsch, Ricky D	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,950.00	011120570051340		Entered 1/26/23: ECN 2003-02; ECN 2004-01
Pytel, Kyle Edwin	Driver Imprmnt-LaSalle County	01/14/2023	01/14/2023	02/02/2023	ST	160.00	014110394251320		
Pytel, Kyle Edwin	Driver Imprmnt-LaSalle County	01/28/2023	01/28/2023	02/02/2023	ST	200.00	014110394251320		
Radek, Kimberly M	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	9,900.00	011120650051340		Entered 1/25/23: LIT 2005-100; LIT 2000-100 & Assessments
Reese, Robert C	22FA/23SP Overload	01/15/2023	02/25/2023	03/02/2023	OV	14,016.75	011120570051340		Entered 1/26/23:BUS 110-01,100;1230-01;MGT2010-100;MKT1210-01,100
Reese, Robert C	Complete Institute on E.Europe	01/19/2023	01/19/2023	02/02/2023	SG	250.00	061120663451900		
Ritter, Kathryn R	23/SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	13,200.00	011420730051340		Entered 1/25/23:CMA 1250-350;CMA 1260-150;CMA 1270-300,1210-170
Robertson, Amber Lynn	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	24,964.50	011420730051340		Entered 1/25/23:ALH 1000-1,101,102; NUR 1211-1 -10
Robinson, Delores R.	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	7,725.00	011120650051340		Entered 1/25/23: SPH 1001-600; SPH 1001-705;
Sarsah, Dominic K	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	3,800.00	011120570051340		Entered 1/26/23: PHY 2002-01; PHY 2004-01
Schneider, Gregg A	Driver Imprmnt-LaSalle County	01/18/2023	01/18/2023	02/02/2023	ST	160.00	014110394251320		
Schneider, Gregg A	Driver Imprmnt-LaSalle County	01/25/2023	01/25/2023	02/02/2023	ST	160.00	014110394251320		
Schroeder, Eric Steven	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	8,662.50	011120570051340		Entered 1/26/23: BIO 1000-600; BIO 1000-706
Seeger, Andrew P	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	1,400.00	011120650051340		Entered 1/25/23: SPN 2001-80; SPN 2002-80; GER 2001-80
Seghi, Heather Nicole	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	2,062.50	011420410051340		Entered 1/25/23 - DLA 1209-100; DLA 1229-100
Seghi, Heather Nicole	Interim Dean of Health Prof	01/17/2023	06/30/2023	07/06/2023	ST	9,491.16	011420730051210		
Slaight-Brown, Shannon Marie	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,950.00	011120650051340		Entered 1/25/23: ART 1015-01
Sondergoth, Anthony Lee	22FA/23SP Overload	01/15/2023	02/11/2023	02/16/2023	OV	4,397.25	011320410051340		Entered 1/25/23: WED 2211-01;WLD Series 02; WED 2250-01
Sondergoth, Anthony Lee	Carus Welding Program	01/18/2023	01/25/2023	02/02/2023	ST	900.00	014210331051320		
Story, Michelle M	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	1,650.00	011120410051340		Entered 1/25/23: SDT1203-100
Story, Michelle M	22FA/23SP Overload	01/15/2023	03/11/2023	03/16/2023	OV	7,008.75	011220410051340		Entered 1/25/23:CSP 1203-101;CSP 2203-100;CSP 2222-01;CSO1202-100
Timmers, Jennifer Nichole	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	8,250.00	011120570051340		Entered 1/26/23: AGR 1221-01; AGR 1226-01
Tunnell, Thomas D	22FA/23SP Overload	01/15/2023	02/25/2023	03/02/2023	OV	9,075.00	011120570051340		Entered 1/26/23: MTH 1008-01; MTH 2001-01; MTH 2007-01
Urban-Bollis, Jill L	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	4,950.00	011120650051340		Entered 1/25/23: PSY 2001-101
Urban-Bollis, Jill L	Complete Fac Inst on E.Europe	01/24/2023	01/24/2023	02/02/2023	SG	250.00	061120663451900		
Whiteaker, Samantha D	23/SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	19,800.00	011420730051340		Entered 1/25/23 for NUR 1211-4,5,7,9; ALH 1002-102
Whitehead, Garrick	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	8,250.00	011120410051340		Entered 1/25/23: CSI 1011-01, 150
Whitehead, Garrick	22FA/23SP Overload	01/15/2023	01/28/2023	02/02/2023	OV	684.75	011320410051340		Entered 1/25/23 - CSN2260-01; CSN 2222-01

\$ 586,579.91



Dr. Matthew Seaton
Vice President of Business Services and Finance



Dr. Jerry Corcoran
President

1/21/2023

*Earn Types

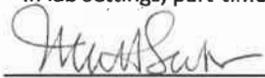
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
MI=Miscellaneous, SS=Summer School

**Part-time Faculty/Staff Appointments
January 2023**

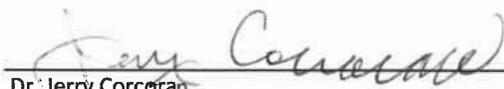
Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Furlan, Michael	Professional Tutor, Math/Science (01/23/2023)	Learning Resources	\$21.50	N/A
Pyszka, Andrew	Professional Tutor, Math/Science (01/24/2023)	Learning Resources	\$20.50	N/A
Forkner, Zachariah	Adjunct Faculty, English (02/06/2023)	HFSS	N/A	\$688
Damron, Haley	Adjunct Faculty, ECE (03/14/2023)	HFSS	N/A	\$688
Lewis, Justin	Professional Tutor, Writing Center (02/06/2023)	Learning Resources	\$16.50	N/A

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*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.



Dr. Matt Seaton
Vice President for Business Services & Finance



Dr. Jerry Corcoran
President

2/1/2023

WFD - Workforce Development
NSB - Natural Sciences & Business
HFSS - Humanities, Fine Arts &
Social Sciences
CEBS - Continuing Ed & Business Services

Faculty Tenure Recommendation – Nancy McDonnell, Cybersecurity Instructor

Dr. Gary Roberts, Vice President for Academic Affairs and Dr. Shane Lange, Dean of Workforce Development have completed their evaluations of Nancy McDonnell, Cybersecurity Instructor. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Nancy McDonnell, Cybersecurity Instructor, as presented.

KPI 5: District Population Served



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President

From: Gary Roberts, Vice President for Academic Affairs */w*
Shane Lange, Dean of Workforce Development

Date: November 22, 2022

Subject: Tenure Recommendation for Nancy McDonnell, Cybersecurity

Typically, faculty eligible for tenure in August are recognized at the February meeting of the Board of Trustees. This year we have an exception: Nancy McDonnell is eligible for tenure as of January 2023. It is customary that individuals eligible for tenure present their portfolios to the appropriate Dean 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. McDonnell met all requirements prior to her eligibility date, she met with Dr. Lange and Dr. Roberts for the initial presentation of her portfolio on November 22, 2022. In addition to evaluation documents, items of recognition, student course feedback, professional development, community service, and examples of contributions to the institution, Ms. McDonnell's portfolio included artifacts from her classroom as evidence of his excellent teaching.

Ms. McDonnell began her career at IVCC in the Spring of 2020 as a full-time instructor for Cybersecurity. Her time at IVCC began as a student, and after some time in industry, she returned to support students as a part-time instructor in 2015. Ms. McDonnell has worked both in the public and private sectors. In fact, she served as the Chief Information Officer at Illinois Valley Community Hospital for more than a decade. Ms. McDonnell holds a host of certifications (in addition to her degrees), including Microsoft Technical Support, Microsoft Certified System Engineer, and Certified Information System Security Professional, among others. She and the college partnered with IVCC district Chambers of Commerce to provide professional development on cybersecurity. The session, "Cybersecurity Today," presented the state of security for small business, and she offered resources for assessing and mitigating risk." Ms. McDonnell exemplifies the core values of IVCC.

Dr. Lange and Dr. Roberts were both in agreement that Ms. McDonnell meets the requirements for tenure outlined in the *IVCC Guidelines for Non-tenured Faculty Evaluation System*.

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

Nancy McDonnell is being recommended for tenure in her position as Cybersecurity instructor at Illinois Valley Community College. The tenure appointment will commence with the spring 2023 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance

Nancy was hired for the full-time tenure track Cybersecurity instructor position beginning the spring of 2020. She began teaching for the college as an adjunct instructor during the spring of 2015. Nancy began her computer science education at IVCC. She then worked in industry and completed a Bachelor's Degree in Network Management. Nancy received practical knowledge while working as the Chief Information Officer at IVCH for more than a decade and had various other related roles for the eight years preceding that. She has received excellent evaluations and student feedback since she began teaching for IVCC.

Nancy cares about the students at IVCC, and the impact that they have in the community. She challenges students to become skilled professionals by facilitating engaging learning opportunities. Students experience practical situations and guidance with her use of simulated and live security practice. She has a knack for modeling professional performance, and students get a wide range of experience with the virtual environment that she has constructed for student success. Nancy has built a comfortable learning community, and the students trust her.

2. Contributions to the College

A major contribution Nancy has made to the college was assisting with the development of the program that ultimately led to the creation of the tenure track position in Cybersecurity. As she was working part-time as a Networking instructor, she took a major role with the steering committee to investigate, and eventually develop, the curriculum for the cybersecurity program. Nancy has also been an active member of the college by participating in committees.

- Active participant in Workforce Development Division Meetings
- Participant in the New Faculty Orientation Class
- Actively participates in the Career Expo held every spring
- Participates in program information sessions and recruiting efforts
- Nancy has participated actively with the curriculum committee for program advancement and has weighed in on many decisions for the computer programs at IVCC.
- Identity theft breakout session for Support Staff Development Day

- Nancy was a member of the search committee for the Networking instructor, and she was essential during the search by teaching Networking courses.

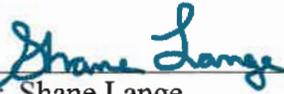
3. Contributions to the Community

Nancy has partnered with local chambers of commerce to educate business on topics related to cybersecurity. One example was *The State of Security for Small Business to include the Solar Winds Breach*. Nancy and students have discovered security flaws with business and corporate websites. They have worked with the companies to help solve the situations. She has helped to support the local hospital on a number of occasions during her transition to IVCC. Her professionalism and desire to play a positive role in the community led to her starting a full-time position at IVCC a semester later. She wanted to make sure that the local hospital was on a stable security foundation before transitioning.

4. Professional Involvement

Nancy has a number of professional certifications to include: Certified Secure Computer User, Microsoft Technical Support, Certified Information System Security Professional, and Microsoft Certified System Engineer. She stays up-to-date with computer security knowledge and is very active with the Cybersecurity Advisory group.

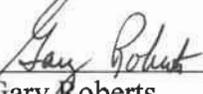
Nancy McDonnell has proven herself to be a dedicated and skilled instructor who exemplifies the Mission, Vision, and Core Values of Illinois Valley Community College. Nancy is an asset to both the Division of Workforce Development and Illinois Valley Community College.



Dr. Shane Lange
Dean of Workforce Development

11/22/2022

Date



Dr. Gary Roberts
Vice President for Academic Affairs

11/28/2022

Date

Faculty Tenure Recommendation – Ricky Pretzsch, Economics Instructor

Dr. Gary Roberts, Vice President for Academic Affairs and Ron Groleau, Dean of Natural Sciences and Business have completed their evaluations of Ricky Pretzsch, Economics Instructor. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Ricky Pretzsch, Economics Instructor, as presented.

KPI 5: District Population Served



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, President

From: Gary C. Roberts, Vice President for Academic Affairs
Ron Groleau, Dean of Natural Sciences and Business

Date: January 2, 2022

Subject: Tenure Recommendation for Ricky Pretzsch (Instructor, Economics)

We are very pleased to announce that Mr. Ricky Pretzsch (Instructor, Economics) has met all of the requirements to be granted tenure by the Board of Trustees during the February, 2023 public meeting. Mr. Pretzsch presented his portfolio to Dr. Gary Roberts, Vice President for Academic Affairs, and Mr. Ron Groleau, Dean of Natural Sciences and Business on December 9, 2022. We were both impressed with his dedication to the College, to his students, to his colleagues, and to the community.

Mr. Pretzsch began his tenure at Illinois Valley Community College in August of 2020. He holds a Master of Arts Degree in Economics from Roosevelt University and a Juris Doctorate Degree from the University of Illinois at Chicago. Mr. Pretzsch's philosophy on his field of study is that "economics is not about selfishness or materialism; it is the study of how people manage their material resources in order to enable them to meet their life goals, whatever those goals may be." Mr. Pretzsch brings his class alive by using a myriad of different hands on activities, including a cost of production exercise and a supervisor and employee exercise. As he notes: "Students need to become engaged in active analysis of the material, so that they can be in control of the learning process."

Mr. Groleau and Dr. Roberts are both in agreement that Mr. Pretzsch meets the requirements for tenure outlined in the *IVCC Guidelines for Non-Tenured Faculty Evaluation System*.

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

Mr. Rick Pretzsch is being recommended for tenure in his position as an Economics Instructor at Illinois Valley Community College. This tenure appointment will commence with the Fall 2023 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance

Mr. Pretzsch is an excellent instructor. Active learning occurs in which students routinely participate in a variety of class activities. Examples of activities include the boss and administrative assistant exercises, class widget production, and class graphing exercises. Rick facilitates organized and well-developed lectures and class discussions focused on real world economics topics and applications. His knowledge of a variety of economic issues in the fields of microeconomics and macroeconomics is impressive. In addition, Rick's use of instructional technologies is very good. He uses the Blackboard course management system and a variety of internet, software, and video resources. Rick is also an accomplished online instructor teaching at least two courses in this format each semester.

2. Contributions to the College

Rick's greatest contribution has been his work to ensure his students have positive learning experiences in his economics courses. He does this by actively engaging students in each lecture. Rick also gets to know students on a personal level while maintaining appropriate professional considerations. These relationships have had a powerful impact on some students as they have moved forward in their academic careers. Gunnar Jauch, IVCC's 2022 21st Century Award winner, specifically highlighted Rick as the instructor who had a major impact on his learning and future direction toward law school. Additional contributions to the college include the following:

- Faculty sponsor of the IVCC Economics Club
- Participation in the IVCC Foundation Annual Scholarship Recognition Dinner
- Member of the IVCC Diversity, Equity, and Inclusion (DEI) Committee
- Participation in the Annual IVCC Commencement, all Natural Science and Business Division meetings, and the New Faculty Orientation

3. Contributions to the Community

Rick has been a regular source of information for IVCC district news sources. He has addressed a number of topics including video gaming, employee salaries, inflation and recession, and gas prices. Rick attended the 14th Annual Cycon Cybor Security Conference in Tallinn, Estonia. He participated in an open forum highlighting conference information in November, 2022. Rick is also willing to speak with community members having questions regarding economics and related topics.

4. Professional Involvement

Rick is an active member the Illinois Valley Society for Human Resource Management organization. He has also worked with the college to complete all Illinois Articulation Initiative requests for IVCC economics courses. Rick has been an active member of the IVCC DEI committee and has worked the DEI table at IVCC's Spirit Day.

It is with much pleasure that I recommend Mr. Rick Pretzsch for tenure. He has been an excellent addition to the IVCC Economics Program and the Division of Natural Sciences and Business.

Recommended by:



Mr. Ron Groleau
Dean Natural Sciences and Business

1/30/23

Date



Dr. Gary Roberts
Vice President for Academic Affairs

1-30-2023

Date

Faculty Tenure Recommendation – Kaity Ritter, Medical Assisting Instructor

Dr. Gary Roberts, Vice President for Academic Affairs and Ron Groleau, Dean of Natural Sciences and Business have completed their evaluations of Kaity Ritter, Medical Assisting Instructor. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Kaity Ritter, Medical Assisting Instructor, as presented.

KPI 5: District Population Served



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President

From: Gary Roberts, Vice President for Academic Affairs *gr*
Ron Groleau, Dean of Natural Sciences and Business

Date: November 28, 2022

Subject: Tenure Recommendation for Kaity Ritter, Medical Assisting

Typically, faculty eligible for tenure in August are recognized at the February meeting of the Board of Trustees. This year we have an exception: Kaity Ritter is eligible for tenure as of January 2023. It is customary that individuals eligible for tenure present their portfolios to the appropriate Dean or Director 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. Ritter met all requirements prior to her eligibility date, she met with Mr. Ron Groleau and Dr. Gary Roberts for the initial presentation of her portfolio on November 28, 2022. In addition to evaluation documents, items of recognition, student course feedback, professional development, community service, and examples of contributions to the institution, Ms. Ritter's portfolio included artifacts from her classroom as evidence of her excellent teaching.

Ms. Ritter began her career at IVCC in January of 2020 as the Program Coordinator for Medical Assisting. Since then, Ms. Ritter has implemented two virtual simulation programs for her students, including EHRgo and Simtics. Both programs give students real-world experiences, as far as creating patient charts and applying their clinical skills in an online environment. Ms. Ritter has also worked on several certificates, including a certificate in Diversity, Equity, and Inclusion from the University of South Florida College of Business and a certificate in "Helping Students with Grief and Loss" from the American Federation of Teachers. Ms. Ritter has created an online Medical Assisting webpage and has written a handbook for the Medical Assisting program for her students. At present, Ms. Ritter is working toward the accreditation of her program through the American Association of Medical Assistants (AAMA).

Mr. Groleau and Dr. Roberts were both in agreement that Ms. Ritter meets the requirements for tenure outlined in the *IVCC Guidelines for Non-tenured Faculty Evaluation System*.

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

Kaity Ritter is being recommended for tenure in her position as Medical Assisting instructor/ program coordinator at Illinois Valley Community College. The tenure appointment will commence with the spring 2023 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance

Kaity was hired for the full-time tenure track Medical Assisting instructor/ program coordinator position beginning in January of 2020. As Kaity herself notes in her online portfolio: “Giving students the best, well-rounded experience during their time with me is an important aspect of designing my program. To facilitate this learning experience, I’ve conducted many hours of research comparing, reading and participating in demos to find the best tools and methods of giving students a solid foundation.” The learning experience that Kaity points out in the above statement is clearly seen in her classes.

2. Contributions to the College

Since coming on board in 2019, Kaity has exhibited the very essence of what it means to be a “college citizen.” Among her more pronounced contributions include:

- Implementation of two virtual simulation programs (i.e., EHRgo and Simtics).
- Member of the Diversity, Equity, and Inclusion Committee.
- Chair of a subgroup that focused on equity among students.
- Creation and implementation of a Medical Assisting webpage, which includes an online application, program requirements, the admissions process, and a checklist for students that provides them with a list of supplies they will need to be successful.
- Creation and implementation of a student handbook for Medical Assisting students.
- Update to many of the courses found in Medical Assisting, a stand-alone Electronic Health Records course.
- Shifted start date for students from Spring to Fall, which allows students to run on an academic year.
- Conducting a self-study to apply for accreditation through the Medical Assisting Education Review Board (MAERB) for Fall, 2024.

3. Contributions to the Community

Kaity has also been as busy in the community as she has been in the classroom. For example:

- Contracted with local hospitals to allow IVCC students to have clinical time at their locations.

- Participated in Summer Camp for kids, which led to a 3-hour class session and handouts to introduce high school students to Medical Assisting.
- Established and maintains an IVCC Medical Assisting Facebook page for graduates and prospective students to receive the latest news and updates about the program.
- Participated in several radio and print advertisements about Medical Assisting.
- Created an informational Podcast and YouTube videos that were posted on IVCCEagles YouTube page.
- Participated in IVCC's academic showcase on the Health Professions.

4. Professional Involvement

Kaity holds numerous credentials, including:

- Phlebotomy Certificate/ EMT-B (2004-08), Illinois Valley Community College
- Medical Assisting Diploma (2016), Rasmussen University
- Bachelors of Science (2019), Rasmussen University
- Certified Allied Health Instructor, American Medical Technologists
- Certified Medical Assistant – American Association of Medical Assistants
- Diversity, Equity, and Inclusion in the Workplace, University of South Florida College

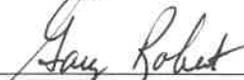
Kaity Ritter has proven herself to be a dedicated and skilled instructor who exemplifies the Mission, Vision, and Core Values of Illinois Valley Community College. Kaity is an asset to both the Division of Health Professions and Illinois Valley Community College.



 Mr. Ron Groleau
 Dean of Natural Sciences and Business

11/28/22

 Date



 Dr. Gary Roberts
 Vice President for Academic Affairs

11/28/2022

 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, 2023 to June 30, 2024. 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, 2023 to June 30, 2024;**
- 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, 2023 to June 30, 2024.

ADOPTED this 9th day of February, 2023.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

ILLINOIS VALLEY COMMUNITY COLLEGE

BUDGET CALENDAR — FY2024

- February 9, 2023 - Resolution to Designate a Fiscal Year

- July 13, 2023 - Resolution to Adopt Tentative Budget
Notice of Public Hearing

- July 17, 2023 - Budget Available for Public Inspection

- July 17, 2023 - Notice of Public Hearing Published

- August 17, 2023 - Public Hearing — 5:30 p.m.
Resolution to Adopt Budget

Tuition Adjustment

The administration recommends increasing tuition from \$125.60 to \$130.60 per credit hour, to be effective with the summer 2023 semester. The universal fee would increase by \$1.00 for technology and \$0.60 for student activities for a total of \$9.00. The combined tuition and universal fee would be \$139.60. The increase of \$5.00 per credit hour is a 5.0 percent increase over the FY2022 combined tuition and universal fee of \$133.00.

IVCC's peer colleges had an average tuition rate of \$140.99 in FY22. In comparing FY22 tuition and fees at similar sized Illinois community colleges, IVCC was lower than eight of the ten colleges.

The student activity fee has not been increased in over a decade, even though new clubs and organizations have come into existence that utilize this revenue. In addition, the technology fee has not increased in over five years, and with the escalating costs of technological components, this increase is needed.

Recommendation:

The administration recommends Board approval to increase tuition and fees by \$6.60, from \$133.00 to \$139.60 per credit hour beginning with the summer 2023 semester.

KPI 6: Resource Management

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 FY24.

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 FY24 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 316 active courses with approved course fees. This recommendation is to change 186 course fees: 153 increases; 1 decrease; 4 new courses; 3 existing courses with a course fee added; and the removal of course fees from 25 existing courses as (15) courses have been withdrawn, (2) have been replaced by another course, and (8) are now taught in a format that no longer requires a course fee.

Recommendation:

The administration recommends changing 186 course fees: 153 increases, 1 decrease, 4 new courses, removal of course fees from 25 courses, plus the assignment of a course fee to 3 existing courses 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 program courses
5. Expert guest speakers

Per credit hour

6. Technical support of instructional computer labs

Per student

7. Special 3rd party or certification/licensure testing
8. Extraordinary 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

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

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	2015-16 Fees	2016-17 Fees	2017-18 Fees	2018-19 Fees	2019-20 Fees	2020-21 Fees	2021-22 Fees	2022-23 Fees	Proposed 2023-24 Fees	Rationale for Increases over \$10
ACT 1280	QuickBooks- Pro Accounting	3.0	40			42	44				46	
AGR 1000	Introduction to Field Crop Science	4.0			50		60				65	
AGR 1003	Introduction to Animal Science	4.0						45	50	55	60	
AGR 1209	Crop Production and Management	3.0					25		30	35	45	
AGR 1217	Soil Fertility and Fertilizers	3.0				25	35		40	45	50	
AGR 1218	Crop Pest Management	3.0					25		35	40	45	
AGR 1226	Greenhouse Management	3.0	64								70	
ART 1002	Drawing I	3.0	5							12	15	
ART 1005	Design I	3.0									15	New fee to cover cost of instructional materials.
ART 1007	Painting I	3.0									40	New fee to cover cost of instructional materials.
ART 1009	Ceramics I	3.0	40					20			50	Cost of art supplies has increased considerably.
ART 1012	Drawing II	3.0	5							12	15	
ART 1015	Design II	3.0									15	New fee to cover cost of instructional materials.
ART 2000	Life Drawing	3.0	5								15	
ART 2009	Ceramics II	3.0	40								50	Cost of art supplies have increased considerably.
ATO 1210	Basic Gas Engines	5.0						95	105	110	120	
ATO 1220	Basic Automotive Electricity	3.0						95	105	110	120	
ATO 1240	Power Trans. And Manual Trans.	3.5						95	105	110	120	
ATO 1250	Engine Performance	3.0						95	105	110	120	
ATO 1260	Steering and Suspension Systems	4.5						95	105	110	120	
ATO 1270	Service Management	5.0						12			20	
ATO 2200	Brake Systems	5.0						95	105	110	120	
ATO 2210	Advanced Engine Performance & Driveability	5.0						95	105	110	120	
ATO 2220	Fuel Systems & Emission Controls	4.5						95	105	110	120	
ATO 2230	Automatic Transmissions/Trans-Axles	4.5						95	105	110	120	
ATO 2240	Automotive Accessories	3.0						95	105	110	120	
ATO 2250	Heating and Air Conditioning	4.5						95	105	110	120	
ATO 2260	Advanced Drivelines	3.0						95	105	110	120	
ATO 2270	Automotive Service	4.0						95	105	110	120	
ATO 2280	Computerized Engine Controls	3.0						95	105	110	120	
ATO 2290	Automotive Certification	1.0						12			20	
BIO 1001	General Biology I	4.0	38	40	250		42				47	
BIO 1002	General Biology II	4.0	38	40		42	44				47	
BIO 1003	Principles of Biology	4.0	38	40		42	44				47	
BIO 1004	Biological Diversity	4.0	25	30	35	42	44				47	
BIO 1007	Anatomy & Physiology I	4.0	44			45	47				50	
BIO 1008	Anatomy & Physiology II	4.0	36	38	40		42				45	
BIO 1009	Microbiology	4.0	38	40		42	45				50	
CAD 1200	Computer Aided Draft I AutoCAD	3.0	82							92	110	
CAD 1201	Comp Aided Draft II, Using AutoCAD	3.0	82							92	110	
CAD 1202	Civil Applications of CAD	3.0	82							92	110	
CAD 1203	Electronics Drafting	2.0	82							92	110	
CAD 1206	Descriptive Geometry and Develop Drawings	3.0	82							92	110	Prototyping materials and software has increased.
CAD 2200	Computer Aided Design I	3.0	82							92	110	The quantity of consumables have remained the same, but the student fees collected have not covered reimbursable expenditures.
CAD 2201	Computer Aided Design II	3.0	82							92	110	
CAD 2202	Architectural CAD	3.0	82							92	110	
CAD 2203	Engineering Design Concepts	3.0	125							135	150	
CAD 2204	Geometric Dimensioning & Tolerancing	3.0	82							92	110	
CAD 2208	Design Projects	4.0	107							117	150	
CHM 1004	Chemistry	4.0	30	32	34	36	38			40	45	
CHM 1006	General Chemistry I	5.0	30	32	34	36	38			40	45	
CHM 1007	General Chemistry II	5.0	35	32	34	36	38			40	45	
CHM 2002	Organic Chemistry I	5.0	35			36	38			40	45	
CHM 2003	Organic Chemistry II	5.0	35			35	38			40	45	
CSI 1007	C++ Programming	4.0	22								0	Course withdrawn
CSN 1225	Core Networking Technologies	3.0	55								65	
CSN 1230	Network Administration I	4.0	55								65	
CSN 1231	Network Administration II	3.0	55								65	
CSN 1233	Network Administration III	3.0	55								0	Course withdrawn
CSN 2210	Wireless Networks	3.0								55	65	
CSN 2250	Specialty Servers	3.0	55								65	
CSN 2260	Network Routing	3.0	55								65	
CSO 2200	UNIX Operating System	3.0	55								65	
CSO 2202	Comprehensive Windows	3.0	55								65	
DFT 1203	Machine Blueprint Reading	3.0	21								0	Replaced by GNT 1209
DLA 1201	Dental Materials & Lab Procedures	4.0		203			213	240			260	
DLA 1202	Supervised Dental Assisting Practice	1.5	40	140			150	237			255	
DLA 1203	Chairside Assisting I	4.0	70	170			180	207			225	
DLA 1204	Dental Radiography I	2.0					175	202			220	
DLA 1205	Preventive Dentistry I	1.5					10	10		20	30	
DLA 1208	Preventative II-Coronal Scaling	2.0						37		47	60	
DLA 1210	Dental Science II	1.0						37		47	60	
DLA 1226	Dental Software	2.0							120		140	Health Supplies had a major increases post-pandemic. The quantity of consumables has remained the same, but the student fees collected have not covered reimbursable expenditures.
DLA 1229	Medical Emergencies in the Dental Office	1.0							50	60	70	
DLA 2200	Dental Science III	2.0					10	142			160	
DLA 2201	Dental Laboratory Procedures II	2.0	130				140	227			240	
DLA 2202	Clinical Practice	5.0	40				45	132			140	

VCC COURSE FEES

Course	Title	Credits	2015-16 Fees	2016-17 Fees	2017-18 Fees	2018-19 Fees	2019-20 Fees	2020-21 Fees	2021-22 Fees	2022-23 Fees	Proposed 2023-24 Fees	Rationale for Increases over \$10
DLA 2203	Chairside Assisting II	3.0		70	170		180	267			270	
DLA 2205	Expanded Functions	1.5		70			45	37	47		60	
DLA 2208	Expanded Functions II - Restorative	2.0						37			47	60
DLA 2210	Pharmacology	0.5									47	60
DLA 2220	Oral Pathology I	0.5									47	60
ECE 2220	Practicum/Student Teaching-Infant, Todders, Twos	1.0									40	New course - Fee for student background check
EGR 1000	Engineering Graphic I	4.0	82				92				100	
ELE 1230	NEC Code	2.0	60							70	0	Course withdrawn
EMS 2201	Emergency Medical Technician	9.0	227								200	Reduced due to the newly created practicum course.
EMS 2202	Emergency Medical Technician Practicum	1.0									30	New course
EMS 2207	EMT - I to EMT - P Transition	9.0	30								0	Course withdrawn
ENG 0800	Basic Composition I	3.0	18								0	
ENG 0900	Basic Composition II	3.0	21								0	
ENG 1001	English Composition I	3.0	18								0	Not all ENG courses meet in the computer lab and those that do primarily use Blackboard.
ENG 1002	English Composition II	3.0	18								0	
ENG 1205	Written Communication Skills for Bus/Ind/Tech	3.0		18							0	
GEL 1007	Environmental Geology	4.0	18	20	22	23	25				30	
GEL 1008	Physical Geology	4.0	18	20	22	23	25				30	
GEL 1009	Historical Geology	4.0	18	20	22	23	25				30	
GNT 1208	Industrial Safety	1.0									50	New course
GNT 1209	Blueprint Reading	3.0									20	New course (replaced WED 2200 & DFT 1203)
HPE 1004	First Aid	2.0	43	45	50		55		60	65	68	
HVC 1210	Basic Heating	3.0					57		67		70	
HVC 1220	Basic Refrigeration	3.0			57		67		77		80	
HVC 1230	Sheet Metal Fabrication	3.0			57		67		77		80	
HVC 1240	Design, Installation, and Servicing	3.0			57	131					140	
HVC 2210	Advanced Heating	3.0			57	131					140	
MET 1209	Welding Metallurgy	3.0	52								60	
MET 2201	Statistical Quality Control Techniques	3.0	35								40	
MUP 2001	Applied Music- Vocal	2.0	308								329	
MUP 2005	Applied Music- Piano	2.0	308								329	
MUP 2013	Applied Music- Guitar	2.0	308								329	
MUP 2014	Applied Music- Trumpet	2.0	308								329	
MUP 2015	Applied Music - Percussion	2.0	308								329	
MUP 2022	Applied Music- Oboe	2.0	308								329	
MUP 2023	Applied Music- Violin	2.0	308								329	
MUP 2024	Applied Music- Trombone	2.0	308								329	
MUP 2025	Applied Music- Drum Set	2.0	308								329	
MUP 2032	Applied Music- Clarinet	2.0	308								329	
MUP 2033	Applied Music- Viola	2.0	308								329	
MUP 2034	Applied Music- French Horn	2.0	308								329	
MUP 2043	Applied Music- Bass	2.0	308								329	
MUP 2044	Applied Music- Tuba	2.0	308								329	
MUP 2052	Applied Music- Saxophone	2.0	308								329	
MUP 2053	Applied Music- Cello	2.0	308								329	
MUP 2062	Applied Music- Flute	2.0	308								329	
NUR 1200	Foundations of the Nursing Profession	8.0								460	469	
NUR 1205	Pharmacology I	1.5			230						235	
NUR 1206	Pharmacology II	1.5			230						235	
NUR 1210	Mental Health Nursing	3.0			230						260	Cost of certification books that can't be purchased in the bookstore. Must be ordered by clinical instructor.
NUR 1211	Holistic Nursing I	5.0			230						239	
NUR 1221	Holistic Med/Surg Nursing for Prac. Nurse	5.0	80								85	
NUR 2201	Holistic Nursing II	5.0		116	230						239	
NUR 2202	Maternal Child Nursing I	4.0		95	230						239	
NUR 2211	Holistic Nursing III	5.0			230						235	
NUR 2212	Holistic Nursing IV	5.0			230						235	
PHY 1001	Gen Physics (Mechanical) Engineering	4.0	40	42	44	45	47				50	
PHY 2001	Gen Physics (Heat, Wave, Motion, Sound and Electricity)	4.0	40	42	44	45	47				50	
PHY 2002	Gen Physics (Electricity, Magnetism, Light) Eng.	4.0	40	42	44	45	47				50	
PHY 2003	Gen Physics (Mechanical, Heat, Wave, Motion & Sound)	5.0	40	42	44	45	47				50	
PHY 2004	Gen Physics (Electricity, Magnetism, Light, Atomic)	5.0	40	42	44	45	47				50	
RED 0800	Basic Reading I	3.0	22								0	
RED 0900	Basic Reading II	3.0	20								0	RED courses have mostly transitioned to Blackboard and eBooks.
RED 1008	Power Reading	3.0	20								0	
TDT 1201	Truck Driving Training I	6.0	237							247	300	Truck lease and fuel increased substantially.
THM 1200	Introduction to Therapeutic Massage	1.5	25								0	Course withdrawn
THM 1202	Musculoskeletal System	5.0	105								0	Course withdrawn
THM 1204	Therapeutic Massage Techniques I	5.0	583								0	Course withdrawn
THM 1214	Therapeutic Massage Techniques II	5.0	462								0	Course withdrawn
THM 1218	Therapeutic Massage Clinical I	2.0	152								0	Course withdrawn
THM 1222	Capstone	4.0	75								0	Course withdrawn
THM 1224	Therapeutic Massage Techniques III	5.0	349								0	Course withdrawn
THM 1226	Therapeutic Massage Business Practices & Ethics	3.0	55								0	Course withdrawn
THM 1228	Therapeutic Massage Clinical II	2.0	105								0	Course withdrawn
THM 2204	Professional Standards & Assessment of Pathology	6.0	655								0	Course withdrawn
THM 2214	Advanced Therapeutic Massage Techniques	6.0	725								0	Course withdrawn

IVCC COURSE FEES

Course	Title	Credits	2015-16 Fees	2016-17 Fees	2017-18 Fees	2018-19 Fees	2019-20 Fees	2020-21 Fees	2021-22 Fees	2022-23 Fees	Proposed 2023-24 Fees	Rationale for Increases over \$10
WED 2200	Welding Blueprint Reading	3.0	17								0	Replaced by GNT 1209
WED 2211	Introduction to Fabrication	2.0	146					156	206		240	
WLD 1200	SMAW Mild Steel, Flat Position	2.0	136					146	196		240	
WLD 1201	SMAW Mild Steel, Horizontal Position	2.0	136					146	196		240	
WLD 1202	SMAW Mild Steel, Vertical Position	2.0	136					146	196		240	
WLD 1203	SMAW Vertical Down	2.0	136					146	196		240	
WLD 1204	SMAW Mild Steel, Overhead Position	2.0	136					146	196		240	
WLD 1209	GMAW Flat and Horizontal Position	2.0	136					146	196		240	
WLD 1213	GMAW Pipe, All Positions	2.0	156					166	216		240	
WLD 1220	GTAW Mild Steel, All Positions	2.0	136					146	196		240	
WLD 1231	SMAW Mild Steel, Open Root, All Positions	2.0							206		240	
WLD 1232	GMAW Open Root, All Positions	2.0							206		240	
WLD 2201	GMAW Vertical Up	2.0	136					146	196		240	
WLD 2202	GMAW Plate, Overhead Position	2.0	136					146	196		240	
WLD 2203	SMAW Pipe, 2G	2.0	156					166	216		240	
WLD 2204	GTAW Pipe, Mild Steel, All Positions	2.0							130		150	
WLD 2205	Pipe, MIG	2.0	156					166	216		240	
WLD 2210	MIG Special Topics	2.0	136					146	196		240	
WLD 2211	OAW Special Topics	2.0	136					146	196		240	
WLD 2213	SMAW Pipe, 5G	2.0	156					166	216		240	
WLD 2220	GTAW (TIG) Mild Steel	2.0	136					146	196		240	
WLD 2223	SMAW Pipe, 6G	2.0	156					166	216		240	
WLD 2233	SMAW Pipe, 6G, GTAW Root, SMAW Finish	2.0	156					166	216		240	
WND 2200	Wind Turbine Control, Operation and Maintenance	4.0	123								125	
WSP 1210	GMAW Plate, All Positions	2.0	136					146	196		240	
WSP 1211	GMAW Stainless Steel, All Positions	2.0	146					156	206		240	
WSP 1212	GMAW Non-Ferrous, All Positions	2.0	146					156	206		240	
WSP 1221	GTAW Stainless Steel, All Positions	1.0	146					156	206		240	
WSP 1222	GTAW Non-Ferrous Alloys, All Positions	2.0	146					156	206		240	
WSP 1230	FCAW Mild Steel, All Positions	2.0	136					146	196		240	
WSP 2206	OAW Gas Welding & Brazing, Flat & Horiz.	2.0	136					146	196		240	
WSP 2207	OAW Gas Welding Vertical, Overhead, Mild Steel Pipe	2.0	136					146	196		240	
WSP 2208	OAW Oxy, Plasma Cutting, Air Carbon Arc	2.0	136					146	196		240	

Welding supplies (steel, aluminum, electrodes, & wire) have increased dramatically. Increased students in each section requires additional lab support using welding assistants.

Welding supplies (steel, aluminum, electrodes, & wire) have increased dramatically. Increased students in each section requires additional lab support using welding assistants.

Staff Appointment - Heather Seghi, Interim Dean of Health Professions

Bonnie Campbell's retirement as Associate Vice President for Academic Affairs (who was also acting in the role of Interim Dean of Health Professions), has led administration to consider how to best move forward to ensure a smooth transition and support for our faculty and students. It was determined to accept letters of interest from qualified individuals who would like to fill the Dean of Health Professions on an interim basis.

One individual submitted a letter of interest and was interviewed. The Search Committee, composed of Gary Roberts, Vice President for Academic Affairs, Bonnie Campbell, former Interim Dean of Health Professions, Anna Bruch, Interim Director of Nursing, Christine Blaydes, Program Coordinator of CNA, Kaity Ritter, Program Coordinator of Medical Assisting, and Polly Ragazincky, Administrative Assistant of Health Professions, recommends the appointment of Ms. Heather Seghi as Interim Dean of Health Professions. Ms. Seghi comes with extensive experience in accreditation, budgeting, curriculum development and oversight, and teaching experience. Ms. Seghi is also currently completing her doctoral degree with a focus on educational leadership at the community college level. Her admiration and respect for collaboration and servant leadership make her an excellent choice for this interim role.

Heather Seghi will assume the responsibilities of Interim Dean of Health Professions as outlined in the job description at the agreed upon compensation for her assumption of additional duties beginning on January 15, 2023.

Recommendation:

The administration recommends Board approval of the appointment of Heather Seghi as Interim Dean of Health Professions with additional compensation as noted on the January 10, 2023 memorandum from Dr. Gary Roberts, as presented.

KPI 6: Resource Management



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President
Mary Beth Herron, Director, Human Resources

From: Gary Roberts, Ph.D., Vice President for Academic Affairs *gr*

Date: January 10, 2023

Subject: Hiring Recommendation for Heather Seghi (Interim Dean of Health Professions)

Due to the retirement of the Associate Vice President for Academic Affairs (who was also acting in the role of Interim Dean of Health Professions), a search was initiated for an Interim Dean of Health Professions to ensure a smooth transition and support for our faculty and students. This position was posted internally from December 13-22, 2022.

The Search Committee, composed of Gary Roberts, Vice President for Academic Affairs, Bonnie Campbell, former Interim Dean of Health Professions, Anna Bruch, Interim Director of Nursing, Christine Blaydes, Program Coordinator of CNA, Kaity Ritter, Program Coordinator of Medical Assisting, and Polly Ragazincky, Administrative Assistant of Health Professions, recommends the appointment of Ms. Heather Seghi as Interim Dean of Health Professions. Ms. Seghi comes with extensive experience in accreditation, budgeting, curriculum development and oversight, and teaching experience. Ms. Seghi is also currently completing her doctoral degree with a focus on educational leadership at the community college level. Her admiration and respect for collaboration and servant leadership make her a top choice for the Search Committee.

To compensate Heather as the Interim Dean of Health Professions, we recommend a bi-weekly stipend in the amount of \$790.93 in addition to her current base salary effective with the pay period beginning January 15, 2023 through the pay period ending June 17, 2023.

Staff Retirement – Fran Brolley – Executive Director of Community Relations and Development

Fran Brolley, Executive Director of Community Relations and Development, has submitted a notice of retirement effective April 28, 2023. His retirement was submitted as part of the Retirement Planning Program offered to full-time Faculty, Administrative, and Support Staff. The program was approved in Fiscal Year 2023 and will sunset at the 2025-2026 school term.

We thank Fran for his 34 years of exemplary service and wish him well in retirement.

Recommendation:

Accept the retirement of Fran Brolley, Executive Director of Community Relations and Development effective April 28, 2023 as submitted through the Retirement Planning Program.

KPI 4: Support for Employees

Jan. 31, 2023

From: Fran Brolley

To: Mary Beth Herron, Director of Human Resources

Dear Mary Beth,

Please accept this letter as notice of my intent to retire May 1, 2023. My last day of work at IVCC will be Friday, April 28.

I have been fortunate to call this great institution home for over 30 years – first as a student in the late 70s and then as an employee beginning in 1988.

My involvement with the IVCC Foundation has allowed me to witness firsthand the affirmative, long-term outcomes this college creates and inspires. I've seen the 21st Century Scholars Society showcase and reward exemplary student leaders and the IVCC-LPO Hall of Fame present the stories and accomplishments of more than 70 alumni, donors and teams.

Indelible memories include the 1988-89 basketball team's magical 30-win season, honoring the great Spetzler family at our 70th anniversary in 1994, the Community Technology Center capital campaign, the 2015 'Hall' inductions of my late father Ray, benefactor Ralph Scriba and legendary local band Buckacre, and the record \$1.2 million bequest of Dr. Mary Margaret Weeg.

More memorable yet are the wonderful colleagues I've had the benefit of working with including current office mates Donna Swiskoski, Janice Corrigan and Samantha Manahan. President Jerry Corcoran is a trusted mentor and friend.

I anticipate great success for IVCC in the coming years. If I can ever be of further assistance, I would be honored.

Warmest regards,



Fran Brolley
Executive Director of Community Relations and Development

Staff Retirement – Judy Day – Executive Assistant to the President and Secretary to the Board

Judy Day, Executive Assistant to the President and Secretary to the Board, has submitted a notice of retirement effective June 30, 2023. Her retirement was submitted as part of the Retirement Planning Program offered to full-time Faculty, Administrative, and Support Staff. The program was approved in Fiscal Year 2023 and will sunset at the 2025-2026 school term.

We thank Judy for her 38 years of exemplary service and wish her well in retirement.

Recommendation:

Accept the retirement of Judy Day, Executive Assistant to the President and Secretary to the Board, effective June 30, 2023 as submitted through the Retirement Planning Program.

KPI 4: Support for Employees

January 31, 2023

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

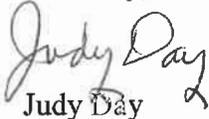
Dear Dr. Corcoran:

Please accept this letter as my notice of retirement as the Executive Assistant to the President at Illinois Valley Community College. My last day of employment will be June 30, 2023.

Upon retirement I will have been at IVCC for 38 years and worked in Student Services, Academic Affairs and the President's Office. It has been a privilege to serve the students, staff, faculty, administration and Board and an honor to serve the IVCC district with you.

Thank you for the confidence that you have shown in me for performing the duties of the executive assistant and secretary to the Board.

Sincerely,

A handwritten signature in cursive script that reads "Judy Day".

Judy Day
Executive Assistant

cc Human Resources

RFQ – Agriculture Building Architectural Services

The RFQ for Architectural Services has been returned and the respondents have been ranked by a committee consisting of Michelle Carboni, Scott Curley, Willard Mott, Dr. Jennifer Timmers, Reed Wilson, Ron Groleau, and Dr. Matt Seaton.

The College received responses from ten firms and the team first narrowed the list to three to participate in in-person interviews. The three interviewed were:

- Demonica Kemper Architects
- Holabird & Root
- Cordogan Clark

The respondents were ranked on the following categories:

- Programming Expertise and Methods
- Design Capability and Familiarity with Facility Type
- Project Management (Includes Willingness/Ability to Meet Time Requirements, Workload of the Firm, and Past Record of Meeting Project Budgets)
- Chemistry between Team Members and Committee
- Other Considerations

The review team has recommended that the Board of Trustees approve Demonica Kemper Architects as the firm to complete the design and work on the new Agriculture Facility. The firm's experience in the community college area and specifically with community college agriculture facilities made them stand out above the other firms.

Recommendation:

The administration recommends the Board of Trustees approve the selection of Demonica Kemper Architects as the architect for the Agriculture Facility Phase 2 project funded in part by the grant from the Economic Development Administration.

KPI 6: Resource Management

Bid Results – Inductively Coupled Plasma Optical Emission Spectrometer for Ag Program

The administration received Board authorization to seek bids for an Inductively Coupled Plasma Optical Emission Spectrometer. PerkinElmer Health Sciences, Inc. was the only bid received.

This purchase is needed for the Agriculture program to update its soil nutrient testing equipment. A recent evaluation of laboratory exercises and equipment revealed the current laboratory equipment in use is outdated and does not meet today's industry standards. Currently, state approved soil nutrient testing laboratories are using an Inductively Coupled Plasma (ICP) machine. The updated soil nutrient testing equipment will allow the program to train students using current equipment, increase the number of nutrients tested, and decrease the run-time allowing for faster results and more tests to be run.

Recommendation:

The administration recommends the Board accept the bid from PerkinElmer Health Sciences, Inc., Shelton, CT for an Inductively Coupled Plasma Optical Emission Spectrometer at a cost of \$92,511.

KPI 3: Support for Students

Request for Proposal – Website Content Management System

Illinois Valley Community College will be seeking proposals to assist us with the redesign of our current website. Our web presence is the single most important tool we have to reinforce our brand. Our website is the gateway to the college for many community members. With approximately 2,211,422 page views in the 2022 calendar year, creating a positive, dynamic site is essential to building our brand and serving our constituents. As part of this website redesign, the college is seeking to refresh the template content that we currently use, employ search engine optimization (SEO) on our webpages, and have a provider migrate all existing content from the current ivcc.edu webpages to the new format and publish for a test and live environment.

We are also seeking that the provider implement known best design practices to meet the needs of the college and maximize the use of our Content Management System (CMS) features, we are also seeking design and initial implementation consulting services. As part of this project although the current Content Management System (CMS) is preferred, we are open to considering alternative Content Management Systems (CMS) to evaluate alternative options for website delivery.

The project priorities are to redesign the Illinois Valley Community College core website to drive enrollment, to improve the ability of students and community members to access College resources and services, to create a fully responsive website, ensure WCAG 2.0 accessibility compliance, ensure IVCC.EDU content is indexed by populate search engines to yield higher search results using search engine optimization (SEO), and to reinforce a positive, contemporary presence for IVCC in the community.

Recommendation:

The administration recommends Board authorization to seek proposals for a Website Content Management System.

KPI 6: Resource Management

Intergovernmental Agreement With the City of Mendota

The City of Mendota has established a new tax increment financing (TIF) district, the Mendota 2022 TIF District. The City has proposed an intergovernmental agreement with the College where a surplus would be declared each year and distributed to the taxing bodies as follows:

- 3.8% of the TIF Revenue overall would be returned to the College. The percentage represents the current approximate tax rate share of the College.
- 100% of any residential TIF increment would be returned to all taxing bodies as a surplus declaration.

Recommendation:

The administration recommends Board approval of the intergovernmental agreement with the City of Mendota, as presented.

KPI 6: Resource Management

MENDOTA 2022 TIF DISTRICT
INTERGOVERNMENTAL AGREEMENT
by and between

THE CITY OF MENDOTA, ILLINOIS
and

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

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

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

1. The City of Mendota ("City") is an Illinois Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.
2. The Illinois Valley Community College District No. 513 ("College District") is an Illinois Community College District organized under the Statutes of the State of Illinois.
3. The 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes 1992, Ch. 5 Section 220/1 *et seq.* provided legal authority for intergovernmental privileges and authority to be enjoyed jointly by school districts and municipalities as well as other public bodies politic.
4. Pursuant to Section 65 ILCS 5/8-1-2.5 of the Illinois Municipal Code, the Corporate Authorities of the City may appropriate and expend funds for economic development purposes, including, without limitation, the making of grants to any other governmental entity or commercial enterprise that are deemed necessary or desirable for the promotion of economic development within the municipality.
5. The Tax Increment Allocation Redevelopment Act ("TIF Act"), Illinois Compiled Statutes, as amended, Ch. 65 Section 5/11-74.4-1 *et seq.* authorizes a municipality to enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan and project.
6. The City has adopted a Redevelopment Plan and Projects and designated a Redevelopment Project Area pursuant to the TIF Act known as the **Mendota 2022 Tax Increment Financing District** (the "TIF District") which is an area located within the College District and which may impact the growth of the College District's taxing base.
7. The City has determined that it wishes to reduce the potential negative impact on the real estate tax base of the College District caused by the creation of the TIF District.
8. Any payments provided for hereunder are not payments in lieu of taxes as defined by the TIF Act.

9. The City agrees to exercise its authority under Section 5/11-74.4-3(q)(7) of the TIF Act to reduce the negative impact on the real estate base of the College District from the establishment of the TIF District by reimbursing certain capital costs incurred in furtherance of the objectives of the TIF District Redevelopment Plan and Projects as described below.
10. In addition, pursuant to current Section 4-3(q) of the Illinois TIF Act a municipality may make payments to affected taxing districts for capital costs and for other purposes. 65 ILCS 5/11-74.4-3(q).
11. The College District shall use any payments received pursuant to Section 5/11-74.4-3(q)(7) of the TIF Act for reimbursement of capital and equipment expenditures as allowed by law.
12. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes, Chapter 65, Section 5/11-74.4-4(b) of the TIF Act.

NOW, THEREFORE, the parties agree to implement these statements, findings, and policies as follows:

I. REIMBURSEMENT

A. TAX INCREMENT

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

B. PERCENTAGE CALCULATION

Each year during the terms of this Agreement, the City agrees to reimburse the College District a sum equal to 3.8% of the annual gross real estate tax increment created by any development and/or increase in equalized assessed valuation within the TIF District, for expenditures of capital costs and job training, advanced vocational education and other career education purposes, as set forth in the TIF ACT.

C. ANNUAL TIF SURPLUS FUNDS DECLARATION

The Parties acknowledge that the City shall annually declare a portion of the real estate tax increment generated within the TIF District as "TIF Surplus Funds" in the manner set forth below:

1. The College District will receive its proportionate share of any surplus funds annually declared by the City in accordance with the City's TIF Redevelopment Plan and pursuant to Section 5/11-74.4-7 of the TIF Act.

2. The City will identify within the proposed TIF District Redevelopment Project Area, those properties which, at the time of the establishment of the TIF District, are currently classified by LaSalle County as *Improved Residential* parcels (hereinafter referred to as the "Pre-existing Residential Properties") and on which there already exists a single-family residential house. Such list will be provided to the College District. The City hereby agrees to declare as TIF Surplus Funds **one hundred percent (100%)** of the gross real estate tax increment generated annually from the "natural growth" of the Pre-existing Residential Properties during the life of the TIF District. Such TIF Surplus Funds shall be distributed annually from the City's Special Tax Allocation Fund to the taxing bodies no later than 180 days after the close of the City's fiscal year as provided in Section 65 ILCS 5/11-74.4-7 of the Act and subject to the receipt of the real estate tax increment for that year from LaSalle County.
3. "Natural growth" is hereby defined as that portion of the annual real estate tax increment, if any, of real estate taxes which are attributable to the increase in the current equalized assessed valuation of each taxable lot, block or tract or parcel of real property within the list of the Pre-existing Residential Properties over and above the initial equalized assessed value of each property (per Section 74.4-8) other than exempt properties and properties subject to Private Redevelopment Agreements.
4. In the event any of the Pre-existing Residential Properties is included in a Private Redevelopment Agreement at any time during the life of the TIF District, such property shall also become exempt from this TIF Surplus Funds provision during the life of the private redevelopment agreement.
5. In the event LaSalle County changes the classification of any of the Pre-existing Residential Properties to something other than single family residential, then any such properties shall be permanently exempt from the calculation of TIF Surplus Funds under this provision.
6. The City shall have the right to unilaterally declare this TIF Surplus Funds provision null and void and no declaration of such TIF Surplus Funds shall be made by the City in any year during the life of the TIF District in which the establishment or annual administration of the TIF District is, in any manner, being challenged in a court of law.
7. If a refund or reimbursement of tax increment is potentially due from the City's Special Tax Allocation Fund for any reason, including but not limited to any tax objection, assessment challenge or formal appeal to the Illinois Property Tax Appeal Board (PTAB), issuance of a certificate of error or other such action, including any appeals therefrom for any property located within the TIF District, the City may at its sole discretion withhold a proportional amount of the TIF Surplus Funds in question that are due the College District hereunder until the time such action is resolved.

D. ACCOUNTING AND PAYMENTS

The City will pay the sum above described in Section B to the College District from the Special Tax Allocation Fund to be used for capital costs and other purposes pursuant to current Section 4-3(q) of the TIF Act.

The payment made under this paragraph may also be used for the following purposes:

1. Costs of rehabilitation, reconstruction or repair or remodeling of existing public or private buildings, fixtures, and leasehold improvements, and the costs of replacing an existing public building if pursuant to the implementation of a redevelopment project to existing public building is to be demolished to use the site for private investment or devoted to a different use requiring private investment, pursuant to current Section 4-3(1)(3) and (10) of the TIF Act.
2. Costs of construction of public works or improvements, pursuant to current Section 4-3(q)(4) of the TIF Act.
3. Costs of job training, advanced vocational education and other career education purposes pursuant to current Section 4-3(q)(7) and (10) of the TIF Act.
4. Any other lawful purpose authorized by any amendment to 65 ILCS 5/11-74.4-1 effective on or after the date of this Agreement.

For purposes of this Agreement, the term "capital costs" shall mean expenditures for the purchase, rental, or use of "capital assets" or "non-capitalized equipment" as those terms are defined in the current Illinois State Board of Education Regulations. Examples of "capital costs" may include:

- a. Acquisition of land to serve the immediate or future needs of students from the development;
 - b. Improvement to any existing college site which already serves such needs;
 - c. Development of classrooms, parking lots, sidewalks, traffic signals, internal roadways, connections with water, sewer and electrical lines; recreation grounds and athletic fields;
 - d. Remodeling or renovation of college facilities;
 - e. Purchase and prefabrication of classroom units;
 - f. Material, goods or equipment;
 - g. Buses, maintenance equipment, office equipment, or district vehicles;
 - h. Any other capital equipment deemed necessary by the College District; and
 - i. Any expenditures associated with advanced vocational education programs such as Vocational Building Trades.
5. After the TIF District is established the College District will annually, upon request, provide to the City an accounting of its capital expenditures in advance of its request for the funds to be provided hereunder. The accounting shall be submitted by the College

District to the City on or before June 1st of the year in which a real estate increment (from which payments are to be made) is deposited into the Special Tax Allocation Fund.

In the event that the capital expenditures of the College District, in any year, exceed the amount available for distribution hereunder as calculated hereinabove, any such unreimbursed sums shall be carried over to a subsequent year or years and be reimbursed by the City as amounts necessary for such reimbursement become available from the share of increment created hereunder for College District.

6. The City shall pay the sum determined above to the College District within sixty (60) days of the City's receipt of the real estate tax increment generated as a preference and in the same proportions as actually received by the City. For example, the City may receive an estimated one-third of the amount computed above to the College District within sixty (60) days of the date received in August.
7. If a refund or reimbursement of real estate tax increment (including any statutory interest thereon) is potentially due from the City's Special Tax Allocation Fund for any reason including, but not limited to any tax objection, assessment challenge or formal appeal to the Illinois Property Tax Appeal Board (PTAB), issuance of a certificate of error or any other similar action, including any appeals therefrom for any property located within the TIF District, the City may at its sole discretion withhold the College District's share of any such refund or reimbursement from payments due the College District under this Agreement until the time such action is resolved.

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

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

Notwithstanding anything in this Agreement to the contrary, the obligations contained in this Subsection 7 shall remain in effect for the life of the TIF District. Furthermore, the obligations set forth in this Subsection shall survive the expiration of the TIF District if a tax objection or other such action taken by a property owner is pending prior to the expiration of the TIF District and shall continue until final disposition of such action.

II. GENERAL

- A. **Enlargement of the TIF District:** The City agrees that it will notify the College District of any proposed enlargement of this TIF District as required by law.
- B. **Reference to this Agreement:** Any Redevelopment Agreement entered into by the City shall either contain reference to this and any other Intergovernmental Agreements or shall, by formula(s) set forth within such Redevelopment Agreements, account for this Intergovernmental Agreement.
- C. **Binding Effect:** This Agreement shall be binding on the Parties and their respective successors, including successors in office. Should the College District merge, this Agreement shall apply to the successor College District.
- D. **Governing Law:** This Agreement is governed by and shall be construed in accordance with the laws of the State of Illinois.
- E. **Terms:** This Agreement shall become effective upon the adoption by the City of an Ordinance approving it and after the establishment of the TIF District and shall remain in effect until either the City adopts an Ordinance dissolving the TIF District or until the termination of the TIF District as adopted in the Redevelopment Plan, whichever is earlier. Whether the TIF District exists for the entire 23 years called for under the Plan or terminates earlier, the City will pay in the following year thereafter, the sums due the College District for the prior year or years which remains unpaid. The City shall terminate the TIF District on completion of payment of costs paid for any bond debt service, private redevelopment agreement obligations, and any public redevelopment or other eligible project costs.
- F. **Amendments, Waiver, Modifications:** No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the parties as required by law.
- G. **Waiver of Right to Contest TIF District/Objection to Reimbursements:** The College District by its execution and approval of this Agreement hereby waives forever any and all right to directly or indirectly set aside, modify or contest in any manner the establishment or administration of the TIF District as currently proposed and including the Redevelopment Plan, Projects and Area as now constituted. Nothing contained herein is to be construed to give the College District any right to participate in the administration of the TIF District or Plan or Project.
- The College District agrees that any objection to any reimbursement received under this Agreement must be provided by written notice to the City not more than one-hundred twenty (120) days after the date of the payment, whether by check or electronic transfer, and if not, such objection is forever waived and barred.
- H. **Real Estate Increment Information:** The Administrators of this TIF District Redevelopment Plan and the City agree to provide the College District with information developed to establish the initial equalized assessed valuation of the TIF District and the calculations for successive years' computation of the real estate increment for the TIF District as a whole. The Administrators

further agree to provide the College District with a copy of the TIF Annual Report when it is presented to the City Council and such other documents or information required by law to be provided to the taxing bodies.

- I. **Complete Agreement:** This Agreement expresses the complete and final understanding of the parties with respect to the subject matter as of the date of its execution. Each party acknowledges that no representations have been made which have not been set forth herein.
- J. **Partial Invalidity:** In the event that any provisions of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.
- K. **Notices:** All notices or other instruments required or permitted by this Agreement shall be in writing and shall be executed by the party or an officer, agent or attorney of the party, and shall be deemed to have been effective as of the date of actual delivery, if delivered personally, or as of the third (3rd) day from and including the date of posting, if mailed by registered or certified mail, return receipt requested, with postage prepaid addressed as follows:

TO CITY:

City of Mendota
C/o City Clerk
800 Washington Street
Mendota, IL 61342
Telephone: 815-539-7459

TO COLLEGE DISTRICT:

Illinois Valley Community College District No. 513
Attn: Business Services & Finance
815 N. Orlando Smith
Oglesby, IL 61348
Telephone: 815-224-0294

With Copy to:

Jacob & Klein, Ltd
The Economic Development Group, Ltd.
1701 Clearwater Ave.
Bloomington, IL 61704
Telephone: 309-664-7777

- L. **Authority to Execute:** The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

[Remainder of Page Left Blank]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on _____ day
of _____, 2023.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT NO. 513, an
Illinois Community College District**

**CITY OF MENDOTA, an Illinois
Municipal Corporation**

By: _____
Chair, Board of Trustees

By: _____
Mayor

Attest: _____
Secretary

Attest: _____
City Clerk

Fall 2022 Graduation

There were 158 graduating students earning a total of 190 degrees and certificates in the following areas:

- 15 Associate in Arts degree
- 16 Associate in Science degree
- 13 Associate in Applied Science degree
- 4 Associate in General Studies degree
- 1 Associate in Engineering Science
- 141 Certificates of Completion

By comparison, in Fall 2021, we graduated 149 students with a total of 191 degrees and certificates.

Audit Presentation - Sikich

Our Auditors, Sikich, LLP, have completed the FY2022 Audit. It will be presented at the meeting for the Board of Trustees' review and discussion.



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

Information Item 20.3

Memorandum

To: Dr. Jerry Corcoran, President
From: Mark Grzybowski, Vice President for Student Services
Date: January 28, 2023
Subject: HB 0969 Supplemental Appropriation

MG

Dr. Corcoran, with the IL General Assembly's passing of HB0969, we were recently informed of an additional \$39,007 budget appropriation to help administer supports for student mental health well-being for FY23.

Additionally, pending future State appropriations, IVCC would also realize \$93,000/yr for three years for continued student mental health support.

RECOMMENDED FOR STAFF APPOINTMENT
2022-2023

GENERAL INFORMATION:

POSITION TO BE FILLED:	Marketing Coordinator - Interim
NUMBER OF APPLICANTS:	2
NUMBER OF APPLICANTS INTERVIEWED:	2
APPLICANTS INTERVIEWED BY:	Executive Director of Community Relations and Development, Vice President for Business Services and Finance, and Special Populations Transition Specialist

APPLICANT RECOMMENDED:

Samantha Manahan

EDUCATIONAL PREPARATION:

- Northern Illinois University, Dekalb, IL – Master of Science, Digital Marketing
- Northern Illinois University, Dekalb, IL – Bachelor of Science, Marketing

EXPERIENCE:

- IVCC, Oglesby, IL – Administrative Assistant, Community Relations and Development; Enrollment Services Assistant
- The Barn at Hornbaker Gardens, Princeton, IL – Event Coordinator
- Jerry L. Johns Literacy Clinic, Dekalb, IL - Tutor and Social Media Assistant
- Northern Star, Dekalb, IL – Assistant Digital Editor

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

1. Demonstrated knowledge, drive, personality and ability to coordinate IVCC's marketing
2. Grown IVCC's presence and engagement on Facebook, Instagram, LinkedIn, Twitter and TikTok
3. Worked with a freelance graphic designer to create and implement IVCC's first branding standards by publishing Brand Identity and Graphic Guidelines
4. Past work experience with Interact Communications and immediate knowledge of the college's branding standards

RECOMMENDED SALARY: \$42,000.00 annualized; effective 01/30/2023

Mary Beth Herron
Director of Human Resources



Center for Excellence
1625 Eastover Drive
Jackson, MS 39211
www.ptk.org

PHI THETA KAPPA
HONOR SOCIETY

Headquarters
p 800.946.9995
help@ptk.org

January 19, 2023

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

Dear Dr. Corcoran,

We at Phi Theta Kappa owe a tremendous debt of gratitude to our chapter advisors whose dedicated service is responsible for the success of our local chapters. Advisors are truly the lifeblood of our organization, and we are delighted to recognize them for their years of service. On your campus, we are proud to honor Eric Schroeder for 15 years of service as advisor of the Rho Omega Chapter.

Please join with us in expressing gratitude to your chapter advisor for service rendered to Phi Theta Kappa over these many years by presenting the enclosed gift during an appropriate occasion. We ask that you convey to Eric our sincere appreciation for the service and time given to further the ideals of Phi Theta Kappa at your college.

Many college presidents are further recognizing the dedication of their chapter advisors with an Alpha Courtyard Brick purchase in his/her honor that is placed at the Phi Theta Kappa Center for Excellence. The engraved bricks are given a permanent, prominent home in the Alpha Courtyard, and funds from the sales are directed to support the Society's educational and scholarship programs. You can find out more about The Alpha Courtyard, including the Courtyard Brick Request Form, as a way to honor your advisors, by visiting <https://portal.ptk.org/Foundation/Giving/TheAlphaCourtyard.aspx>. In addition to the engraved brick, a commemorative certificate is provided for each brick purchased.

Thank you for your assistance in recognizing the achievements of your chapter advisor and for your continuing interest in our Society.

Sincerely,

Lynn Tincher-Ladner, Ph.D.
President and CEO
Phi Theta Kappa Honor Society

RECEIVED

JAN 27 2023

PRESIDENT'S OFFICE

Illinois Valley Community College Board Policy

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

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

Illinois Valley Community College Administrative Procedure

Subject: Business Travel, Conference and Meeting Expense	Effective Date: 10/19/10 Last Reviewed: 3/29/22
Number: 3.4	Last Revised: 10/1/22 1/10/23

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. Any expenses of a College Board member, administrator, employee, student or candidate for employment that exceeds the maximum allowed under the regulations adopted in this Procedure must be preapproved by the President or Vice President for Business Services and Finance prior to the travel commencing.

Maximum Reimbursable Rates for Transportation	
Air Travel	Lowest reasonable rate (coach)
Auto	IRS Standard Mileage Rate at time of reimbursement (\$0.625 as of 7/1/22) (\$0.655 as of 1/1/23)
Rental Car	Lowest reasonable rate (midsize)
Rail or Bus	Lowest reasonable rate and cost shall not exceed Air Travel

Taxi, Shuttle, Rideshare, or Public Transportation	Actual reasonable rate
--	------------------------

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

Maximum Reimbursable Rates for Lodging – 2023 rates per US General Services Administration (as of 10/1/22)	
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	\$98.00/ night
Outside of Illinois	\$218.00/ night or as approved by the Board
NOTE: When staying at a hotel designated by a Conference, the conference rate will be the approved rate, even if it exceeds the allowable per diem rate.	

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.)

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.