



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, April 13, 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, April 13, 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 – March 9, 2023 Board Meeting & March 30, 2023 Planning Committee Meeting (Pages 1-9)
 - 6.2 Approval of Bills - \$1,848,384.96
 - 6.2.1 Education Fund - \$1,311,204.46
 - 6.2.2 Operations & Maintenance Fund - \$160,917.24
 - 6.2.3 Operations & Maintenance Fund (Restricted) - \$8,937.24
 - 6.2.4 Auxiliary Fund - \$71,751.31
 - 6.2.5 Restricted Fund - \$175,974.12
 - 6.2.6 Audit Fund - \$17,563.00
 - 6.2.7 Liability, Protection & Settlement Fund - \$102,037.59
 - 6.3 Treasurer's Report (Pages 10-29)
 - 6.3.1 Financial Highlights (Page 11)
 - 6.3.2 Balance Sheet (Pages 12-13)
 - 6.3.3 Summary of FY23 Budget by Fund (Pages 14-21)
 - 6.3.4 Budget to Actual by Budget Officers (Page 22)
 - 6.3.5 Statement of Cash Flows (Page 23)
 - 6.3.6 Investment Status Report (Pages 24-27)
 - 6.3.7 Disbursements - \$5,000 or more (Pages 28-29)
 - 6.4 Personnel – Stipends for Pay Periods Ending March 11, 2023 and March 25, 2023 & Part-Time Faculty and Staff Appointments March 2023 (Pages 30-32)

7. President's Report
8. Committee Reports
9. Purchase Request – Nursing Program Simulation Lab Equipment (Pages 33-43)
10. Bid Results – Medical Assisting Lab Renovation (Pages 44-46)
11. Agreement – Display for Native American Artifacts (Pages 47-49)
12. Approval – Board Policy 3.34 – Remote Work (Pages 50-57)
13. Staff Resignation – Dr. Matt Seaton, Vice President for Business Services & Finance (Pages 58-59)
14. Board Travel (Page 60)
15. Items for Information (Pages 61-81)
 - 15.1 New Agriculture Facility Construction Cost (Page 61)
 - 15.2 Letter of Agreement – FMLA Language (Page 62)
 - 15.3 Staff Appointment – Eric Peterson, IT Infrastructure Operations Engineer (Page 63)
 - 15.4 Staff Retirement – Cynthia Cardosi, Counselor of Project Success (Pages 64-65)
 - 15.5 Staff Retirement – Karen Gregorich, Credentials & Curriculum Coordinator (Page 66)
 - 15.6 Staff Retirement – Lori Carbone, Information Specialist Ottawa Center (part-time) (Page 67)
 - 15.7 Staff Retirement – Tracie Klieber, Continuing Education Instructor (part-time) (Page 68)
 - 15.8 Staff Retirement – Jason Goode, Head Men's Baseball Coach (Page 69)
 - 15.9 Staff Resignation – Russel DeVerteuil, Assistant Men's Basketball Coach (Page 70)
 - 15.10 Staff Resignation – Audrey Moreno, Administrative Assistant, Truck Driver Training (Pages 71-72)
 - 15.11 Staff Resignation – Tara Balensiefen, CNA Instructor (part-time) (Page 73)
 - 15.12 Staff Resignation – Reed Wilson, Assistant to the President for Special Projects (part-time) (Page 74)
 - 15.13 ICCTA 2023 Outstanding Faculty Member Award Nominee – LeeAnn Johnson (Page 75)
 - 15.14 ICCTA 2023 Outstanding Adjunct Faculty Member Award Nominee – Kevin Hermes (Page 76)
 - 15.15 Decennial Committees on Local Government Efficiency Act (Pages 77-80)

15.16 Thank You from Illinois Community College Board for Hosting the ICCB Board Meeting on the IVCC Campus March 24, 2023 (Page 81)

16. Trustee Comment

17. Closed Session – 1) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; 2) pending or imminent litigation; 3) complaint lodged against an employee of the public body; and 4) closed session minutes

18. Possible Approval – Appointment of Interim Vice President for Business Services & Finance and/or Possible Approval of Interim Appointments

19. Approval – Closed Session Minutes

20. Other

21. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees**

**Minutes of Regular Meeting
March 9, 2023**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 5:30 p.m. on Thursday, March 9, 2023 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Everett J. Solon, Chair
Amy L. Boyles
William F. Hunt
Maureen O. Rebholz

Members Virtually Present: Jay K. McCracken, Vice Chair (left the meeting at 6:11 p.m.)
Angela M. Stevenson, Secretary
Ashton F. Dille, Student Trustee

Members Telephonically Present:

Members Absent: Jane E. Goetz

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

Others Virtually Present:

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

APPOINTMENT OF SECRETARY PRO-TEM

Mr. Solon appointed Dr. Boyles as secretary pro-tem in the physical absence of Ms. Stevenson.

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

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

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

The following items were approved in the consent agenda:

Approval of Minutes – February 9, 2023 Audit Finance Committee Meeting and February 9, 2023 Board Meeting

Approval of Bills - \$2,712,064.86

Education Fund - \$2,057,123.74; Operations & Maintenance Fund - \$104,904.29; Operations & Maintenance (Restricted Fund) - \$285,104.12; Auxiliary Fund - \$125,161.31; Restricted Fund - \$89,216.80; Liability, Protection & Settlement Fund - \$50,222.94; and Grants, Loans & Scholarships - \$331.66.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending February 11, 2023 and February 25, 2023 & Part-time Faculty and Staff Appointments February 2023.

PRESIDENT’S REPORT

Dr. Corcoran reported that the college’s annual employee recognition event will be held on Friday, April 28 at Grand Bear Resort where we will be honoring people for years of service, awarding of tenure, distinguished service and retirees. The social hour will begin at 4 p.m., with hors d’oeuvres at 4:30 and the presentation of awards beginning at 5:30 p.m. Trustees are encouraged to join us if you can. Dr. Corcoran thanked the recognition event committee made up of Gerilynn Smith, Crystal Credi, Tina Hardy, Paula Hallock, Taylor Burden, and Mary Beth Herron for their work and attention to details. Please RSVP directly to Judy Day. Dr. Corcoran informed that the governor’s budget address delivered on February 15 was very encouraging; highlights to higher education include an increase of \$100 million to the Monetary Award Program; a 7%, or \$20 million, increase to the community college system operating budget; \$10 million for a new grant

to develop noncredit programs in Advanced Manufacturing and Electric Vehicle Technologies; \$1 million for data center curriculum development; \$3.2 million for a new community college dual credit program; \$5.2 million for new noncredit workforce training grants; \$2 million for digital instruction in adult education programs; and \$0.75 to expand ESL programs. He noted that the increase to MAP is especially exciting because it will make community college free to nearly all Illinois residents at or below the median-income level. Dr. Corcoran reported that we had a number of folks who contributed to the college's Celebrate IVCC Development Day program on March 3rd. As usual Dr. Patrice Hess took the lead in pulling the day's activities together that began with a nice address to all college employees by President-Elect Dr. Tracy Morris and followed with HLC Student Success Academy Team Facilitators Crystal Credi, Mark Grzybowski, Jon Hubble, Missy Killian, Dr. Gary Roberts and Dawn Watson engaging employees in discussion on what we are doing well and opportunities for improvement. Dr. Corcoran noted that two days ago the college received excellent news that our Popular Annual Financial Report earned the coveted GFOA Certificate of Achievement for excellence in financial reporting. He added that administrative assistant Nikki Vannielen, controller Kathy Ross and vice president Dr. Seaton deserve all the credit in the world for this achievement. Dr. Corcoran noted he could not be any prouder of this awesome team. Dr. Corcoran thanked Jane Goetz for attending the regional trustees meeting with him that was held at Heartland Community College on The Future of Work by Dr. Barbara Endel. He added that the slides Dr. Endel used and an entertaining video clip will be sent to the Board shortly.

COMMITTEE REPORTS

Mr. Solon noted that the February 9th Audit Finance Committee meeting minutes are in the Board book.

TUITION ADJUSTMENT

It was moved by Dr. Rebholz and seconded by Mr. McCracken to approve to keep tuition flat and increase fees by \$2.00, for a total of \$133.00 to \$135.00 per credit hour beginning with the summer 2023 semester.

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

Dr. Corcoran noted that this is the sixth consecutive year that Illinois Valley Community College has not increased tuition.

FACULTY RETIREMENT – DR. MARJORIE FRANCISCO, NURSING INSTRUCTOR

It was moved by Dr. Rebholz and seconded by Mr. Hunt to accept with regret the retirement of Dr. Marjorie Francisco, Nursing Instructor, effective May 31, 2024, as submitted through the Retirement Planning Program.

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

Dr. Corcoran thanked Dr. Francisco for her years of service and all that she has done for the College and wished her well in her retirement.

BID RESULTS – HANDHELD/PORTABLE XRF ANALYZER FOR AG PROGRAM

It was moved by Dr. Boyles and seconded by Mr. McCracken to accept the bid from evident Scientific, Inc., Waltham, MA for a Handheld/Portable X-ray Fluorescence (XRF) Analyzer at a cost of \$30,770.

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

PURCHASE REQUEST – BOOKSTORE REMODEL PROJECT

Motion made by Mr. Hunt and seconded by Ms. Stevenson to accept the proposal for the Bookstore Remodel project from Franklin Fixtures Cookeville, TN at a cost of \$48,455.

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

Dr. Boyles pointed out that the project for the bookstore remodeling would be paid for by Federal HEERF funding.

ITEMS FOR INFORMATION

Mr. Solon pointed out the information items on pages 40-47 of the Board book.

TRUSTEE COMMENT

Mr. Hunt congratulated the Business Office team for its fine work.

CLOSED SESSION

Mr. Solon requested a motion and a roll call vote at 5:44 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) collective negotiations; 3) complaint lodged against an employee of the public body; and 4) closed session minutes. Motion made by Dr. Rebholz and seconded by Ms. Stevenson to enter into a closed session.

Student Advisory Vote: “Aye” – Ms. Dille. Roll Call Vote: “Ayes” – Mr. Hunt, Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles and Mr. Solon. “Nay” – none. Motion carried. The Board immediately entered closed session at 5:45 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” – Mr. Hunt, Ms. Stevenson, Dr. Rebholz, Dr. Boyles and Mr. Solon. “Nay” – none. Motion carried. The regular meeting resumed at 6:38 p.m.

CLOSED SESSION MINUTES

It was moved by Dr. Rebholz and seconded by Mr. Hunt to approve and retain the closed session minutes of the February 9, 2023 Board Meeting.

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

OTHER

None

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 6:40 p.m.

Everett J. Solon, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
March 30, 2023

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:00 p.m. on Thursday, March 30, 2023 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Jane E. Goetz, Committee Chair
Physically Present: Amy L. Boyles
 Jay K. McCracken, Board Vice Chair

Committee Members
Virtually Present:

Committee Members
Absent:

Board Members Everett J. Solon, Board Chair
Present:

Board Members Angela M. Stevenson, Secretary
Virtually Present: William F. Hunt

Others Physically Jerry Corcoran, President
Present: Gary Roberts, Vice President for Academic Affairs
 Mark Grzybowski, Vice President for Student Services
 Matt Suerth, Director of Institutional Research
 Mary Beth Herron, Director of Human Resources

Others Virtually
Present:

The meeting was called to order at 5:00 p.m. by Ms. Goetz.

PUBLIC COMMENT

None

ACCREDITATION UPDATES

Dr. Roberts provided updates on re-accreditation for the college and noted that the Interim Report on Assessment and Strategic Enrollment Plan for Persistence, Retention, and Completion would be submitted to the Higher Learning Commission (HLC) prior to November, 2023. Dr. Roberts informed that members of the Student Services team, led by Mark Grzybowski attended the

Student Success Academy in Summer 2022 and the team will attend the Academy again this summer. Mr. Grzybowski commented that we have the same core team and this time we will be evaluating our student success initiatives. He added that in the time between the meetings we surveyed the college community to identify initiatives in preparation for the upcoming Student Success Academy. Dr. Roberts informed that the Quality Initiative Proposal is due by June 2024 and the Comprehensive Evaluation will be 2026-2027. He added that programmatic reaccreditation will occur or has occurred during 2022-2024 for the following programs: Nursing (February 2023); Dental Hygiene (August 2023) and Medical Assisting (Spring 2024).

INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS) 2022 DATA FEEDBACK REPORT

Dr. Roberts informed that IVCC uses the IPEDS Feedback Report for benchmarking against a group of nine Illinois peer institutions and for tracking IVCC statistical trends over time. The nine colleges are Highland, Logan, Kankakee, Kishwaukee, Lake Land, Lewis and Clark, McHenry, Richland and Sauk Valley. He noted that as far as enrollments, our numbers are comparable to our peer institutions as almost all of the college's peer institutions have experienced similar enrollment declines over the past decade. The college's tuition and fees have increased modestly over the years driven mainly by fee increases as tuition has been frozen for several years. The average net price of attendance increased marginally in both cost and rank after a one-year decrease in the 2021 report and IVCC now ranks 5th. Dr. Roberts informed that IVCC continues to see impressive gains in its graduation rate and ranks 6th place overall and that numbers have increased in both certificates and degrees awarded for 2020-21. The percent distribution of the college's core revenues by source is better than the peer group average, especially tuition & fees (ranked 4th) and state appropriations (ranked 1st).

PERSONAL ASSESSMENT OF THE COLLEGE ENVIRONMENT (PACE)

The fall 2021 administration of the PACE Employee Satisfaction Survey continues IVCC's commitment to systematically measure and improve employee satisfaction since 2006. Dr. Roberts informed that many colleges elected not to take part in the 2021 survey due to the pandemic, but in the spirit of transparency IVCC chose to participate. The PACE Satisfaction Survey defines Institutional Climate by four factors at an institution: Institutional Structure, Supervisory Relationships, Teamwork & Student Focus. The PACE results can be viewed through the perspective of an employee's position. Those who lead the college tend to have higher regard for Institutional Structure & Supervisory Relationships. Those who teach tend to have higher regard for Student Focus items. Those who perform support functions are inclined to have the highest regard for Teamwork. Results from the 2021 PACE indicate that progress has slowed slightly across several factors from the 2018 administration: Decisions are made at the appropriate level at IVCC, but information could be better shared within the institution and administrative leadership is focused on meeting the needs of students. Faculty voice their greatest concern in the Climate Factor despite improvement seen in the 2018 survey. IVCC's institutional climate is strong even with the observed, yet small, measurable declines seen across multiple factors during a once in a century pandemic.

COMMUNITY COLLEGE SURVEY OF STUDENT ENGAGEMENT (CCSSE)

The CCSSE survey benchmarks student engagement measures against local and national comparison groups. Twenty-one Illinois community colleges participated in the 2021 survey.

Student engagement is measured by five academic benchmarks: 1) Active & Collaborative Learning, 2) Student Effort, 3) Academic Challenge, 4) Student-Faculty Interaction, and Support for Learners. From a national comparison standpoint, IVCC matches the 2021 CCSSE cohort on the fourth benchmark, Student-Faculty Interaction and surpasses on the fifth, Active & Collaborative Learning. Declines were small in two benchmarks, Student Effort & Student-Faculty Interaction, and slightly lower in Academic Challenge. Changes seen in the 2021 CCSSE should be viewed in light of the pandemic and its continuing impact on the college's students' collegiate engagement experience. Dr. Roberts noted that students continue to rate their IVCC experience highly with an 88 percent responding affirmatively and 95 percent continues to recommend IVCC to a friend or to a family member.

ICCB PROGRAM REVIEW REPORT

The external program reviews for 2017-2021 submitted to ICCB included Communications, Computer Networking (CSN), Criminal Justice (CRJ), Cybersecurity (CSC), Electrical Construction & Industrial Electrician (EET), and Electronics & Electrician Technician (ELE). Dr. Roberts informed that we will be revisiting the internal program review process and are looking for the reviews to be shared with the deans, vice presidents and the faculty.

TRANSFER DATA

Dr. Roberts commented that we have heard a lot about enrollment lately. He shared a document on the number of students in postsecondary institutions from 2001-02 through the present. Dr. Roberts pointed out that: 1) college enrollments are down across the state of Illinois, 2) Middle America is losing population, 3) there are fewer 15 to 19-year-olds to pull from which affects enrollments, and 4) there are fewer families with fewer children. Mr. McCracken commented on the importance of getting high school students through the pipeline with dual credit classes. Dr. Roberts noted that at IVCC we have strong programs in the transfer areas, we have phenomenal instructors who are passionate about what they do and are devoted to the mission of the college. We are in financially good shape and in a position to grow our enrollments. We have fine leadership now and in the future. Ms. Goetz noted that a lot of data has been covered and inquired how it is shared. Dr. Roberts informed that the data is shared with the Deans Council and through our campus committee structure including Teaching & Learning Committee (TLC), Strategic Leadership & Planning Council (SLPC), Institutional Research (IR), and on the college's website. Ms. Goetz thanked Dr. Roberts for the report presentations and noted that we are appreciative of the work that went into producing the reports.

BOARD POLICY 3.34 – REMOTE WORK

The proposed Board Policy addresses remote work, which is considered by the College as performing job duties at locations other than at a College facility, subject to the approval of the Human Resources (HR) Department, to be a viable, flexible option for administration and full- and part-time support staff when both the employee and the position are suited to the arrangement. Remote work may be suitable for some employees and positions, but not for others. Ms. Herron noted that the plan is to model the proposed remote work policy with the College's Information Technology (IT) department. The committee recommended that Board Policy 3.34 – Remote Work be shared with the full Board.

DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT

Dr. Corcoran informed that the Decennial Committees on Local Government Efficiency Act was signed into law by Governor Pritzker on June 10, 2022. The Act requires all units of local government that may levy a tax, except municipalities and counties, to convene a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability. The committee must be comprised of: 1) the elected/appointed members of the governing board; 2) at least two individuals who reside in the district; and 3) the chief executive officer. A written summary of the committee's findings is to be provided to the county board. Dr. Corcoran noted that with the committee's approval this information will be shared with the full Board at the April meeting. There were no objections from the committee to proceed, as proposed.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 6:10 p.m.

Jane E. Goetz, Planning Committee Chair

Everett J. Solon, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MARCH 2023

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – March 2023

Revenues

- As of March 31, the headcount for Spring semester stood at 2,698 which is 113 students more than at the same point in time last year (increase of 8.57 percent). Credit hours for Spring 2023 were 20,978, which is an increase of 1,772 credit hours, or 9.23 percent from one year ago.
- Of particular note, Ottawa Center credit generation for Spring was up over 264 percent and Dual Credit enrollment was down 3.05 percent over this same time last year.
- Current budgeted credit hours enrolled (including Spring 2023) are 46,412 out of 43,788 or 106 percent, which indicates that enrollment will exceed budgeted credit hours for the academic year.

Expenses

- All significant budget variations are due to the Food Service program and Bridge Grant for Business Services. Tuition waivers are up due to the incentives handed out for Spring semester (any credit hour above 15 for any student was waived). Academic Affairs has a budget variance due to the PATH grant. None of these variations are of concern at this point.
- Utility costs have moderated. We will show a small budget variance for the remainder of the fiscal year.

Protection, Health & Safety Projects

- The D201 project is in substantial completion minus the elevator. The Wind Ensemble and Jazz Band have moved in for rehearsals. The elevator is scheduled for installation in June and the rest of the technology for the space may take until January 2024.
- The building automation HVAC control project is underway. We are still waiting on some control units to be delivered.
- The exterior sealing project has begun. This is a CDB funded project.

Other Building and Grant Work

- Initial planning has begun for design for the new Agriculture Facility. Our contract for architecture services is being reviewed by the EDA at this time. Following this step, formal design processes can begin.
- The Medical Assisting renovation project came in overbudget, however, with the CDB covering the parking lot project, the College has ample funds to cover the overage.

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

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	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	\$ 2,409,403	\$ 9,156,155	\$ 224,120	\$ (310,598)	\$ 1,128,682	\$ -	\$ -	12,607,762
Investments	11,761,345	5,075,277	614,666	-	1,180,762	-	-	18,632,049
Receivables								-
Property Taxes	1,794,678	2,752,230	-	-	-	-	-	4,546,908
Governmental claims	-	2,116	-	-	47,041	-	-	49,157
Tuition and fees	9,226,341	-	-	365,179	-	-	-	9,591,520
Due from other funds	6,795,110	19	-	139,202	6,434	-	-	6,940,766
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	366,291	-	-	-	366,291
Other assets	120,324	49,953	2,153	468	-	-	-	172,897
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	\$ 32,107,200	\$ 17,035,751	\$ 840,938	\$ 628,971	\$ 2,362,918	\$ 58,860,189	\$ 14,721,445	\$ 126,557,413

De

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 March 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	99,567	8,563	-	1,640	7,629	-	-	117,398
Accrued salaries & benefits	1,379,896	23,354	-	13,742	-	-	-	1,416,991
Post-retirement benefits & other	142,829	-	-	1,451	-	-	-	144,280
Unclaimed property	389	-	-	-	-	-	-	389
Due to other funds	-	4,707,248	-	-	2,233,518	-	-	6,940,766
Due to student groups/deposits	-	-	-	-	121,772	-	-	121,772
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	5,378,349	1,376,744	-	-	-	-	-	6,755,093
Tuition and fees	78,884	-	-	47,745	-	-	-	126,629
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	7,356,059	6,115,908	-	100,169	2,362,919	-	14,721,445	30,656,500
Net Position/Net Assets								
Net investment in general fixed assets	-	-	-	-	-	58,860,189	-	58,860,189
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	10,919,842	-	-	-	-	-	10,919,842
Reserved for debt service	-	-	840,938	-	-	-	-	840,938
Unreserved	24,751,142	-	-	528,802	-	-	-	25,279,943
Total liabilities and net position	\$ 32,107,200	\$ 17,035,750	\$ 840,938	\$ 628,971	\$ 2,362,919	\$ 58,860,189	\$ 14,721,445	\$ 126,557,413

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2023 Revenues & Expenditures by Fund
 For the one month ended March 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	\$ 20,854,156	\$ 2,845,815	\$ 1,228,143	\$ (4,225)	\$ 1,244,243	\$ 8,277,121	\$ 20,335	\$ 43,471	\$ 1,556,067	\$ 36,065,124
Actual Expenditures	15,516,540	2,290,623	1,421,509	761	1,437,719	8,261,675	1,704	47,185	955,385	29,933,100
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,337,616	555,192	(193,367)	(4,986)	(193,477)	15,446	18,630	(3,714)	600,682	6,132,023
Fund balances July 1, 2022	15,745,140	3,956,385	4,407,233	848,220	(61,311)	(592,241)	5,119,919	43,312	1,116,921	30,583,578
Fund balances March 31, 2023	<u>\$ 21,082,756</u>	<u>\$ 4,511,577</u>	<u>\$ 4,213,866</u>	<u>\$ 843,234</u>	<u>\$ (254,788)</u>	<u>\$ (576,795)</u>	<u>\$ 5,138,549</u>	<u>\$ 39,598</u>	<u>\$ 1,717,603</u>	<u>\$ 36,715,601</u>

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

	3/31/2023	Annual Budget FY2023	Actual/Budget 75.0%	3/31/2022	Annual Budget FY2022	Actual/Budget 75.0%
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 9,260,363	\$ 9,530,789	97.2%	\$ 8,887,133	\$ 8,713,650	102.0%
Corporate Personal Property Replacement Tax	2,356,675	2,294,700	102.7%	973,397	1,006,250	96.7%
Tax Increment Financing Distributions	438,819	450,000	97.5%	403,531	400,000	100.9%
Total Local Government	12,055,857	12,275,489	98.2%	10,264,061	10,119,900	101.4%
State Government:						
ICCB Credit Hour Grant	1,315,097	1,798,075	73.1%	1,160,349	1,733,248	66.9%
Equalization Grant	37,500	50,000	75.0%	33,333	50,000	66.7%
Career/Technical Education Formula Grant	226,824	220,500	102.9%	104,289	210,000	49.7%
Other	-	-		-	-	
Total Statement Government	1,579,421	2,068,575	76.4%	1,297,972	1,993,248	65.1%
Federal Government						
PELL Administrative Fees	-	7,825	0.0%	-	7,825	0.0%
Total Federal Government	-	7,825	0.0%	-	7,825	0.0%
Student Tuition and Fees:						
Tuition	5,974,202	5,811,200	102.8%	5,560,409	5,989,253	92.8%
Fees	750,896	687,900	109.2%	657,839	759,550	86.6%
Total Tuition and Fees	6,725,098	6,499,100	103.5%	6,218,247	6,748,803	92.1%
Other Sources:						
Public Service Revenue	216,183	244,050	88.6%	135,775	242,450	56.0%
Other Sources:	277,596	151,361	183.4%	76,508	155,442	49.2%
Total Other Sources	493,779	395,411	124.9%	212,283	397,892	53.4%
TOTAL EDUCATION FUND REVENUE	\$ 20,854,156	\$ 21,246,400	98.2%	\$ 17,992,563	\$ 19,267,668	93.4%
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	6,278,832	\$ 8,281,122	75.8%	4,995,273	\$ 7,671,022	65.1%
Employee Benefits	1,476,188	1,834,306	80.5%	1,271,166	1,751,176	72.6%
Contractual Services	78,403	120,175	65.2%	54,139	119,415	45.3%
Materials & Supplies	308,477	451,389	68.3%	178,225	497,459	35.8%
Conference & Meeting	42,823	169,594	25.3%	23,054	163,405	14.1%
Fixed Charges	42,580	58,000	73.4%	32,447	58,000	55.9%
Capital Outlay	93,668	114,000	0.0%	-	-	0.0%
Other	449	-	0.0%	200	-	0.0%
Total Instruction	8,321,420	11,028,586	75.5%	6,554,504	10,260,477	63.9%

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

	3/31/2023	Annual Budget FY2023	Actual/Budget 75.0%	3/31/2022	Annual Budget FY2022	Actual/Budget 75.0%
Academic Support:						
Salaries	879,671	1,161,476	75.7%	636,641	1,094,032	58.2%
Employee Benefits	178,391	189,892	93.9%	148,026	216,560	68.4%
Contractual Services	65,164	135,277	48.2%	86,227	218,886	39.4%
Materials & Supplies	134,541	246,620	54.6%	135,163	270,468	50.0%
Conference & Meeting	4,617	18,875	24.5%	1,561	20,950	7.5%
Utilities	13,500	26,445	51.0%	9,000	26,445	34.0%
Capital Outlay	-	-	0.0%	-	-	
Other	-	-	0.0%	-	-	
Total Academic Support	1,275,884	1,778,585	71.7%	1,016,618	1,847,341	55.0%
Student Services:						
Salaries	993,040	1,527,744	65.0%	796,764	1,321,319	60.3%
Employee Benefits	316,114	431,688	73.2%	281,384	389,719	72.2%
Contractual Services	22,712	46,702	48.6%	5,823	33,981	17.1%
Materials & Supplies	56,448	93,215	60.6%	19,723	75,901	26.0%
Conference & Meeting	8,187	43,505	18.8%	4,147	41,925	9.9%
Utilities	-	-	0.0%	-	-	
Total Student Services	1,396,501	2,142,854	65.2%	1,107,842	1,862,845	59.5%
Public Services/Continuing Education:						
Salaries	298,417	339,647	87.9%	219,584	326,240	67.3%
Employee Benefits	92,978	105,920	87.8%	82,942	81,443	101.8%
Contractual Services	106,743	111,000	96.2%	37,901	82,500	45.9%
Materials & Supplies	53,225	75,300	70.7%	29,434	83,450	35.3%
Conference & Meeting	4,632	4,950	93.6%	2,119	5,650	37.5%
Utilities	-	-	0.0%	-	-	
Other	4,749	-	0.0%	-	-	
Total Public Services/Continuing Education	560,743	636,817	88.1%	371,980	579,283	64.2%
Institutional Support:						
Salaries	1,556,393	2,051,151	75.9%	1,246,476	1,884,628	66.1%
Employee Benefits	578,688	767,396	75.4%	538,351	741,287	72.6%
Contractual Services	320,776	691,913	46.4%	520,676	734,799	70.9%
Materials & Supplies	438,607	340,789	128.7%	263,394	377,630	69.7%
Conference & Meeting	23,220	67,370	34.5%	13,406	67,925	19.7%
Utilities	22,408	10,715	209.1%	13,906	26,315	52.8%
Capital Outlay	9,472	125,000	7.6%	-	-	
Other	775	(11,300)	-6.9%	6,727	29,550	22.8%
Provision for Contingency	-	621,083	0.0%	-	245,588	0.0%
Total Institutional Support	2,950,338	4,664,117	63.3%	2,602,934	4,107,722	63.4%
Scholarships, Grants and Waivers	1,011,654	698,000	144.9%	741,131	600,000	123.5%
TOTAL EDUCATION FUND EXPENDITURES	\$ 15,516,540	\$ 20,948,959	74.1%	\$ 12,395,010	\$ 19,257,668	64.4%
INTERFUND TRANSFERS - NET	\$ -	\$ (297,441)	0.0%	\$ -	\$ (10,000)	0.0%

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

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	3/31/2023	FY2023	75.0%	3/31/2022	FY2022	75.0%
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,471,940	\$ 1,537,224	95.8%	\$ 1,421,739	\$ 1,404,861	101.2%
Corporate Personal Property Replacement Tax	415,884	404,900	102.7%	171,776	175,000	98.2%
Tax Increment Financing Disbursements	124,089	140,000	88.6%	118,260	130,000	91.0%
Total Local Government	<u>2,011,913</u>	<u>2,082,124</u>	96.6%	<u>1,711,775</u>	<u>1,709,861</u>	100.1%
State Government:						
ICCB Credit Hour Grant	227,237	307,029	74.0%	204,200	305,023	66.9%
Total State Government	<u>227,237</u>	<u>307,029</u>	74.0%	<u>204,200</u>	<u>305,023</u>	66.9%
Student Tuition and Fees						
Tuition	463,603	450,300	103.0%	449,664	476,979	94.3%
Total Tuition and Fees	<u>463,603</u>	<u>450,300</u>	103.0%	<u>449,664</u>	<u>476,979</u>	94.3%
Other Sources:						
Facilities Revenue	96,708	120,000	80.6%	73,423	120,000	61.2%
Investment Revenue	43,907	15,000	292.7%	3,511	22,650	15.5%
Other	2,446	3,000	81.5%	2,184	4,000	54.6%
Total Other Sources	<u>143,062</u>	<u>138,000</u>	103.7%	<u>79,118</u>	<u>146,650</u>	53.9%
TOTAL OPERATIONS & MAINTENANCE REVENUES	<u>\$ 2,845,815</u>	<u>\$ 2,977,453</u>	95.6%	<u>\$ 2,444,757</u>	<u>\$ 2,638,513</u>	92.7%
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	742,997	1,038,766	71.5%	625,499	995,322	62.8%
Employee Benefits	262,791	340,760	77.1%	237,718	319,272	74.5%
Contractual Services	72,663	219,900	33.0%	174,345	167,000	104.4%
Materials & Supplies	144,191	265,750	54.3%	93,510	271,204	34.5%
Conference & Meeting	240	1,200	20.0%	200	1,200	16.7%
Fixed Charges	197,543	172,300	114.7%	171,128	117,250	146.0%
Utilities	689,686	623,550	110.6%	411,965	753,450	54.7%
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>2,208,855</u>	<u>2,871,526</u>	76.9%	<u>1,714,366</u>	<u>2,606,298</u>	65.8%
Institutional Support:						
Salaries	35,831	52,384	68.4%	19,138	16,107	118.8%
Employee Benefits	35,484	42,894	82.7%	13,619	6,333	215.0%
Contractual Services	2,615	2,700	96.9%	2,615	2,700	96.9%
Materials & Supplies	3,638	3,750	97.0%	937	3,275	28.6%
Fixed Charges	4,199	4,199	100.0%	4,199	3,800	110.5%
Other	-	-	-	-	-	-
Total Institutional Support	<u>81,768</u>	<u>105,927</u>	77.2%	<u>40,509</u>	<u>32,215</u>	125.7%
TOTAL OPERATIONS & MAINTENANCE EXPENDITURES	<u>\$ 2,290,623</u>	<u>\$ 2,977,453</u>	76.9%	<u>\$ 1,754,874</u>	<u>\$ 2,638,513</u>	66.5%

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

	3/31/2023	Annual Budget FY2023	Actual/Budget 75.0%	3/31/2022	Annual Budget FY2022	Actual/Budget 75.0%
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources:						
Current Taxes	1,164,010	1,115,918	104.3%	835,764	1,290,694	64.8%
State Government Sources	-	-	0.0%	-	-	0.0%
Investment Revenue	64,133	50,000	128.3%	34,714	48,000	72.3%
Other	-	-	0.0%	-	-	0.0%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,228,143	\$ 1,165,918	105.3%	\$ 870,478	\$ 1,338,694	65.0%
OPERATIONS & MAINTENANCE FUND RESTRICTED EXPENDITURES						
Contractual Services	\$ 47,619	\$ -	0.0%	\$ -	\$ -	0.0%
Materials and Supplies	\$ 97,949	\$ -	0.0%	-	-	0.0%
Fixed Charges	-	-	0.0%	-	-	0.0%
Capital Outlay	1,275,941	2,874,558	44.4%	427,269	1,338,694	31.9%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,421,509	\$ 2,874,558	49.5%	\$ 427,269	\$ 1,338,694	31.9%
DEBT SERVICE FUND						
Investment Revenue	\$ (4,225)	\$ 2,000	-211.3%	\$ 845	\$ 2,500	33.8%
TOTAL DEBT SERVICE FUND REVENUES	\$ (4,225)	\$ 2,000	-211.3%	\$ 845	\$ 2,500	33.8%
TOTAL DEBT SERVICE FUND EXPENDITURES	760.78	-	0.0%	-	-	0.0%
AUXILIARY ENTERPRISES FUND REVENUE						
Service Fees	\$ 1,243,163	\$ 1,288,125	96.5%	\$ 1,012,655	\$ 1,442,584	70.2%
Investment Revenue	72	25,500	0.3%	-	26,000	0.0%
Other Revenue	1,007	1,000	100.7%	8,958	1,000	895.8%
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	\$ 1,244,243	\$ 1,314,625	94.6%	\$ 1,021,613	\$ 1,469,584	69.5%
AUXILIARY ENTERPRISES FUND EXPENSES						
Salaries	\$ 280,467	\$ 377,906	74.2%	\$ 224,469	\$ 410,026	54.7%
Employee Benefits	64,933	77,266	84.0%	64,086	97,199	65.9%
Contractual Services	288,217	53,149	542.3%	49,686	60,175	82.6%
Materials & Supplies	745,620	981,291	76.0%	883,894	1,013,081	87.2%
Conference & Meeting	20,816	28,788	72.3%	17,394	25,780	67.5%
Fixed Charges	37,665	44,380	84.9%	36,886	50,000	73.8%
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	\$ 1,437,719	\$ 1,655,480	86.8%	\$ 1,287,495	\$ 1,770,861	72.7%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ -	\$ 348,855	0.0%	\$ -	\$ 61,414	0.0%

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

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	3/31/2023	FY2023	75.0%	3/31/2022	FY2022	75.0%
RESTRICTED PURPOSE FUND REVENUES						
State Government Sources	\$ 806,217	\$ 550,541	146.4%	\$ 137,573	\$ 288,331	47.7%
Federal Government Sources	7,394,757	8,584,119	86.1%	4,159,377	7,818,367	53.2%
Nongovernmental Gifts or Grants	-	-	0.0%	42,389	18,000	235.5%
Other Revenue	76,146	34,000	224.0%	2,009	-	0.0%
TOTAL RESTRICTED PURPOSE FUND REVENUES	\$ 8,277,121	\$ 9,168,660	90.3%	\$ 4,341,349	\$ 8,124,698	53.4%
RESTRICTED PURPOSE FUND EXPENDITURES						
Instruction:						
Salaries	\$ 378,687	\$ 622,412	60.8%	\$ 251,020	\$ 486,214	51.6%
Employee Benefits	140,083	202,001	69.3%	88,429	166,927	53.0%
Contractual Services	30,147	59,115	51.0%	55,872	52,163	107.1%
Materials & Supplies	163,485	63,704	256.6%	76,192	29,825	255.5%
Conference & Meeting	12,681	72,091	17.6%	2,269	14,847	15.3%
Utilities	-	900	0.0%	-	850	0.0%
Capital Outlay	217,092	-	-	-	-	0.0%
Other	27,304	-	-	-	-	0.0%
Total Instruction	969,479	1,020,223	95.0%	473,781	750,826	63.1%
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Employee Benefits	-	-	0.0%	-	-	0.0%
Contractual Services	57,351	-	0.0%	\$ 125	100,000	0.1%
Materials and Supplies	22,513	-	0.0%	105,448	150,000	70.3%
Conference & Meeting	-	-	0.0%	-	-	0.0%
Total Academic Support	79,864	-	-	105,573	250,000	42.2%
Student Services:						
Salaries	\$ 162,388	\$ 222,081	73.1%	\$ 137,256	\$ 212,637	64.5%
Employee Benefits	57,121	80,328	71.1%	48,803	75,553	64.6%
Contractual Services	50,651	4,781	1059.4%	22,588	259,467	8.7%
Materials & Supplies	6,868	2,800	245.3%	45,634	16,600	274.9%
Conference & Meeting	5,921	6,100	97.1%	5,051	11,500	43.9%
Utilities	16,372	-	0.0%	12,146	-	0.0%
Capital Outlay	-	-	0.0%	-	8,000	0.0%
Tuition Waivers (TRiO Grant)	31,472	28,000	112.4%	27,800	30,000	92.7%
Total Student Services	330,793	344,090	96.1%	299,279	613,757	48.8%
Public Services/Continuing Education:						
Salaries	9,541	-	0.0%	-	-	0.0%
Employee Benefits	138	-	0.0%	-	-	0.0%
Materials and Supplies	225	-	0.0%	-	-	0.0%
Contractual Services	25,105	-	0.0%	3,570	-	0.0%
Total Public Services:	35,009	-	0.0%	3,570	-	0.0%
Operations & Maintenance of Plant:						
Contractual Services	20,992	45,450	46.2%	-	-	0.0%
Capital Outlay	24,228	195,338	12.4%	-	-	0.0%
Maintenance supplies	-	-	0.0%	16,035	-	0.0%

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

	<u>3/31/2023</u>	<u>Annual Budget FY2023</u>	<u>Actual/Budget 75.0%</u>	<u>3/31/2022</u>	<u>Annual Budget FY2022</u>	<u>Actual/Budget 75.0%</u>
Total Operations & Maintenance of Plant	45,219	240,788	0.0%	16,035	-	0.0%
Institutional Support:						
Salaries (Federal Work Study)	84,294	129,761	65.0%	52,716	84,412	62.5%
Contractual Services	814,785	2,006,361	40.6%	2,941	50,000	5.9%
Institutional Support	-	-	0.0%	219,009	-	0.0%
SURS on-behalf	-	-	0.0%	-	-	0.0%
Other	789,865	501,881	157.4%	46,565	2,000,000	2.3%
Total Institutional Support	<u>1,688,943</u>	<u>2,638,003</u>	64.0%	<u>321,231</u>	<u>2,134,412</u>	15.1%
Student Grants and Waivers (PELL & SEOG & HEERF)	<u>5,112,367</u>	<u>4,933,556</u>	103.6%	<u>4,613,398</u>	<u>4,383,703</u>	105.2%
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,261,675</u>	<u>\$ 8,935,872</u>	92.5%	<u>\$ 5,832,866</u>	<u>\$ 8,132,698</u>	71.7%
RESTRICTED INTERFUND TRANSFERS - NET	<u>\$ -</u>	<u>\$ 2,000</u>	0.0%	<u>\$ -</u>	<u>\$ 10,000</u>	0.0%
WORKING CASH FUND REVENUES						
Investment Revenue	<u>\$ 20,335</u>	<u>\$ 55,000</u>	37.0%	<u>\$ 7,735</u>	<u>\$ 55,000</u>	14.1%
WORKING CASH INTERFUND TRANSFERS - NET/EXP	<u>\$ 1,704</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	<u>\$ -</u>	0.0%

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

	3/31/2023	Annual Budget FY2023	Actual/Budget 75.0%	3/31/2022	Annual Budget FY2022	Actual/Budget 75.0%
AUDIT FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 42,897	\$ 42,273	101.5%	\$ 45,430	\$ 38,634	117.6%
Investment Revenue	574	150	382.5%	48	150	32.2%
TOTAL AUDIT FUND REVENUES	43,471	42,423	102.5%	45,478	38,784	117.3%
AUDIT FUND EXPENDITURES						
Contractual Services						
	47,185	41,000	115.1%	35,500	40,000	88.8%
TOTAL AUDIT FUND EXPENDITURES	\$ 47,185	\$ 41,000	115.1%	\$ 35,500	\$ 40,000	88.8%
LIABILITY, PROTECTION & SETTLEMENT FUND						
REVENUE						
Local Government Sources:						
Current Taxes	\$ 1,540,434	\$ 1,525,695	101.0%	\$ 1,541,636	\$ 1,522,557	101.3%
Investment Revenue	15,633	2,000	781.6%	3,506	2,000	175.3%
Other Revenue	-	-		-	-	0.0%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND	1,556,067	1,527,695	101.9%	1,545,141	1,524,557	101.4%
LIABILITY, PROTECTION & SETTLEMENT FUND						
EXPENDITURES						
Student Services:						
Salaries	62,475	81,824	76.4%	50,553	77,160	65.5%
Employee Benefits	23,306	28,819	80.9%	20,815	28,585	72.8%
Contractual Services	101,858	125,500	81.2%	5,952	25,500	23.3%
Materials & Supplies	614	200	306.9%	258	3,400	7.6%
Total Student Services	188,253	236,343	79.7%	77,578	134,645	57.6%
Operations & Maintenance of Plant:						
Contractual Services	384,629	461,600	83.3%	225,915	531,600	42.5%
Materials & Supplies	585	100	585.0%	15	150	10.0%
Utilities	477	500	95.4%	247	500	49.3%
Total Operations & Maintenance of Plant	385,691	462,200	83.4%	226,176	532,250	42.5%
Institutional Support:						
Salaries	66,796	81,940	81.5%	49,088	74,987	65.5%
Employee Benefits	16,753	218,974	7.7%	11,804	208,505	5.7%
Contractual Services	87,348	142,000	61.5%	33,508	37,750	88.8%
Materials & Supplies	6,035	1,500	402.3%	813	2,500	32.5%
Conference & Meeting	-	4,500	0.0%	-	4,500	0.0%
Fixed Charges	204,510	240,200	85.1%	120,880	257,200	47.0%
Total Institutional Support	381,441	689,114	55.4%	216,093	585,442	36.9%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND	\$ 955,385	\$ 1,387,657	68.8%	\$ 519,847	\$ 1,252,337	41.5%

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

Department	Actual FY2023	Annual Budget FY2023	Actual/ Budget 75.0%
President	298,835	387,369	77.1%
Board of Trustees	13,587	14,875	91.3%
Community Relations	270,379	356,467	75.8%
Foundation	72,729	94,661	76.8%
Continuing Education	560,743	636,817	88.1%
Facilities	3,627,835	5,696,084	63.7%
Information Technologies	1,193,586	1,999,584	59.7%
Institutional Research	85,530	111,691	76.6%
Academic Affairs	342,708	269,430	127.2%
Academic Affairs (AVPCE)	160,602	292,201	55.0%
Carl Perkins (Grant)	110,828	233,057	47.6%
ECACE Early Childhood (Grant)	111,609	273,116	40.9%
GEER (Grant)	21,314	30,649	69.5%
HEERF (Grant)	3,759,414	4,152,631	90.5%
Adult Education	375,910	482,050	78.0%
Learning Resources	1,210,249	1,644,261	73.6%
22 Workforce Development Division	1,986,778	2,593,569	76.6%
Natural Sciences & Business Division	2,546,603	3,236,614	78.7%
Humanities & Fine Arts/Social Science Division	2,252,745	2,984,064	75.5%
Health Professions Division	1,466,245	1,952,000	75.1%
Admissions & Records	321,033	486,526	66.0%
Counseling	432,678	644,285	67.2%
Student Services	229,698	318,814	72.0%
Financial Aid	3,520,824	3,559,497	98.9%
Career Services	30,746	47,229	65.1%
Athletics	302,906	355,755	85.1%
TRiO (Student Success Grant)	267,379	344,090	77.7%
Ottawa Center	70,436	100,688	70.0%
Campus Security	356,238	460,600	77.3%
Business Services/General Institution	1,231,931	1,058,942	116.3%
College Bridge (Grant)	56,438	220,000	25.7%
DCEO-Ag Site work (Grant)	-	240,788	0.0%
Risk Management	381,441	690,714	55.2%
Tuition Waivers	1,011,654	723,000	139.9%
Purchasing	102,150	130,976	78.0%
Human Resources	176,474	204,938	86.1%
Bookstore	836,163	1,196,441	69.9%
Shipping & Receiving	80,550	105,927	76.0%
Copy Center	56,131	60,284	93.1%
Total FY23 Expenditures	<u>29,933,100</u>	<u>38,390,684</u>	78.0%

Illinois Valley Community College
Statement of Cash Flows
for the Month ended March 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	\$ 3,473,760.36	\$ 751,547.07	\$ 1,429,216.17	\$ 207,588.40	\$ (338,676.31)	\$ (892,689.78)	\$ 2,133,815.43	\$ 37,299.37	\$ 869,435.34	\$ 593,064.90	\$ 8,264,360.95
Total Receipts	251,699.40	48,240.72	5,218.70	654.41	42,178.81	2,000.00	9,484.51	89.59	3,321.86	204.50	\$ 363,092.50
Total Cash	3,725,459.76	799,787.79	1,434,434.87	208,242.81	(296,497.50)	(890,689.78)	2,143,299.94	37,388.96	872,757.20	593,269.40	8,627,453.45
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	700,000.00	130,000.00	-	-	-	170,000.00	-	-	-	-	1,000,000.00
Expenditures	(2,145,716.82)	(301,966.71)	(8,937.24)	-	(139,793.67)	(300,527.85)	-	(17,563.00)	(126,872.19)	-	(3,041,377.48)
ACCOUNT BALANCE	2,279,742.94	627,821.08	1,425,497.63	208,242.81	(436,291.17)	(1,021,217.63)	2,143,299.94	19,825.96	745,885.01	593,269.40	6,586,075.97
Deposits in Transit	(943,157.09)										(943,157.09)
Outstanding Checks	625,566.38										625,566.38
BANK BALANCE	1,962,152.23	627,821.08	1,425,497.63	208,242.81	(436,291.17)	(1,021,217.63)	2,143,299.94	19,825.96	745,885.01	593,269.40	6,268,485.26
Certificates of Deposit	-	-	212,323.13	-	-	-	1,437,093.00	-	-	-	1,649,416.13
Illinois Funds	7,085,687.66	1,819,230.93	487,366.72	19,576.87	-	2,539.50	57,719.89	-	-	1,180,761.55	10,652,883.12
ISDLAF+ Funds	-	-	1,005,524.98	-	-	-	-	-	-	-	1,005,524.98
PMA Holdings- MM	132,913.02	-	-	-	-	-	-	-	-	-	132,913.02
Capital Dev. Fund-MD			539,884.77								539,884.77
Total Investment	\$ 7,218,600.68	\$ 1,819,230.93	\$ 2,245,099.60	\$ 19,576.87	\$ -	\$ 2,539.50	\$ 1,494,812.89	\$ -	\$ -	\$ 1,180,761.55	\$ 13,980,622.02

LaSalle State Bank	\$ 71,478.98
Midland States Bank	6,197,006.28
	<u>\$ 6,268,485.26</u>

Respectfully submitted,



Kathy Ross
 Controller/Foundation Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
March 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>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
3/31/2024	324,115	162,057		101,286		226,880		814,338	Goldman Sachs	91282CEG2	2.25%	Govt Treasuries
7/25/2024	58,285	29,142		18,214		40,799		146,441	FHLMC	3137BDCW4	3.30%	Govt Treasuries
3/15/2025	260,302	130,151		81,344		182,211		654,009	Nomura Securities	91282CED9	1.75%	Govt Treasuries
9/25/2025	18,770	9,385		5,866		13,139		47,161	FHLMC	3137BS6F5	2.74%	Govt Treasuries
12/1/2025	38,511	19,255		12,035		26,957		96,758	FNMA	3140HR4Y6	3.61%	Govt Treasuries
3/31/2026	117,527	58,764		36,727		82,269		295,287	J.P. Morgan	91282CBT7	0.75%	Govt Treasuries
4/1/2026	34,008	17,004		10,627		23,805		85,444	FNMA	3138LDSW4	2.67%	Govt Treasuries
5/25/2026	20,445	10,222		6,389		14,311		51,368	FHLMC	3137BQYS0	2.53%	Govt Treasuries
7/1/2026	49,991	24,995		15,622		34,994		125,602	FNMA	3138LDY80	2.53%	Govt Treasuries
3/31/2027	154,794	77,397		48,373		108,356		388,919	J.P. Morgan	91282CEF4	2.50%	Govt Treasuries
6/25/2027	93,677	46,838		29,274		65,574		235,363	FHLMC	3137F2LJ3	3.12%	Govt Treasuries
12/25/2027	53,033	26,517		16,573		37,123		133,247	FNMA	3136AY7L1	2.99%	Govt Treasuries
11/15/2023	39,286	19,643		12,277		27,500		98,705	Delmarva Power	247109BS9	3.50%	Corporate Issue
3/15/2024	38,752	19,376		12,110		27,126		97,364	Goldman Sachs	38141GZP2	3.00%	Corporate Issue
3/16/2024	39,704	19,852		12,407		27,793		99,756	J.P. Morgan	46647PBZ8	0.70%	Corporate Issue
5/3/2024	38,890	19,445		12,153		27,223		97,712	American Express	025816CV9	3.38%	Corporate Issue
6/27/2024	38,316	19,158		11,974		26,821		96,270	American Honda	02665WCZ2	2.40%	Corporate Issue
10/26/2024	38,445	19,222		12,014		26,911		96,592	Bb T Corporation	05531FBB8	2.85%	Corporate Issue
2/4/2025	38,352	19,176		11,985		26,846		96,359	Bank of America	06051GKG3	1.84%	Corporate Issue
2/15/2025	38,441	19,221		12,013		26,909		96,584	Comcast	20030NBL4	3.38%	Corporate Issue
3/10/2025	38,131	19,065		11,916		26,692		95,804	Charles Schwab	808513AL9	3.00%	Corporate Issue
3/15/2025	38,228	19,114		11,946		26,760		96,049	Abbott Labs	002824BB5	2.95%	Corporate Issue
3/25/2025	38,439	19,219		12,012		26,907		96,577	Intel Corporation	458140BP4	3.40%	Corporate Issue
5/13/2025	38,432	19,216		12,010		26,902		96,560	Caterpillar	14913R2V8	3.40%	Corporate Issue
6/13/2025	38,811	19,405		12,128		27,168		97,512	Bank New York	06406RBF3	3.43%	Corporate Issue
8/18/2025	38,426	19,213		12,008		26,898		96,546	Toyota Corp	89236TKF1	3.65%	Corporate Issue

ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
March 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>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
9/9/2025	29,254	14,627		9,142		20,478		73,501	Wal-Mart	931142EW9	3.90%	Corporate Issue
11/10/2025	19,950	9,975		6,234		13,965		50,124	Wisconsin Pub Svc	976843BP6	5.35%	Corporate Issue
5/1/2027	21,861	10,931		6,832		15,303		54,926	Massachusetts	575831EZ1	2.39%	Municipal Issue
6/1/2027	34,891	17,446		10,903		24,424		87,664	Connecticut	20772KNY1	1.50%	Municipal Issue
6/30/2027	34,219	17,109		10,693		23,953		85,974	Multnomah Co.	625517NG8	1.25%	Municipal Issue
Total PMA	1,904,284	952,142	-	595,089	-	1,332,999	-	4,784,514				

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 March 31, 2023

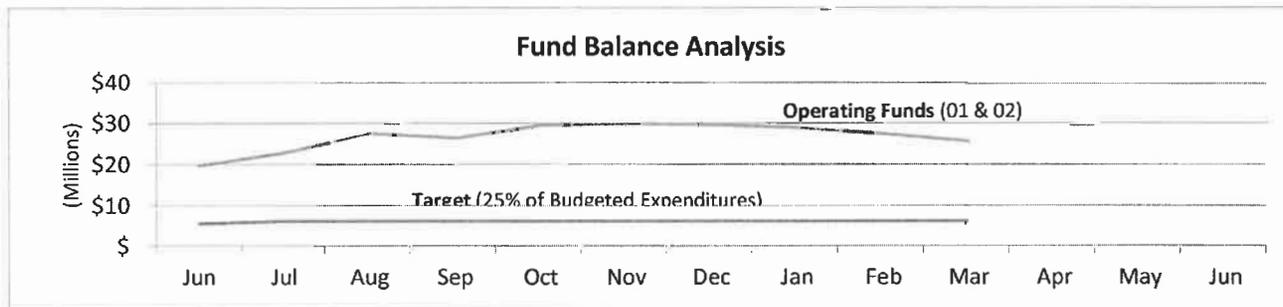
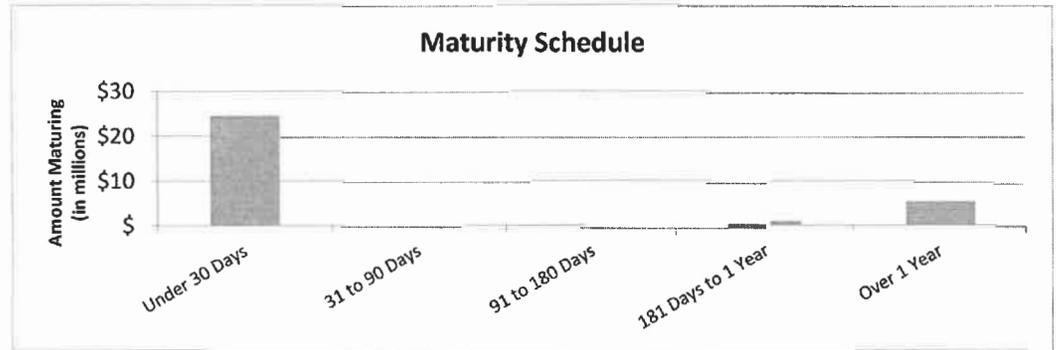
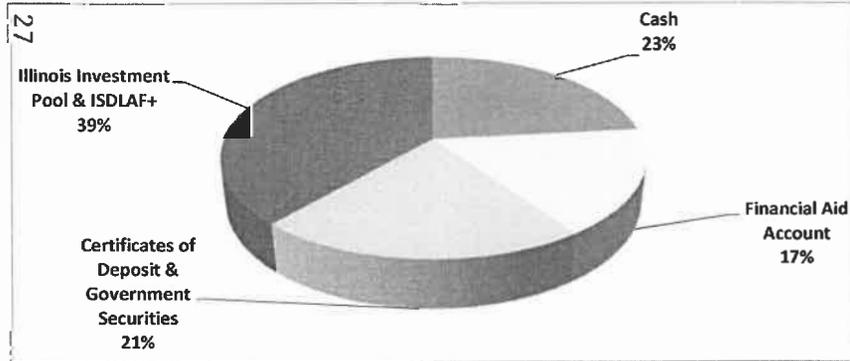
<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
7/17/2023			212,323					212,323	HNB	0.60%	0.60%	600092-1002
11/7/2023						198,074		198,074	CB	3.50%	3.50%	Goldman Sachs
11/7/2023						198,062		198,062	CB	3.50%	3.50%	UBS Bank USA
11/8/2023						198,123		198,123	CB	3.55%	3.55%	Morgan Stanley Bank
11/8/2023						198,041		198,041	CB	3.55%	3.55%	Morgan Stanley
11/15/2023						198,042		198,042	CB	3.55%	3.55%	Comenity Capital
8/12/2024						230,121		230,121	MBS	0.70%	0.70%	Sallie Mae Bank
2/25/2026						216,629		216,629	MBS	0.65%	0.65%	State Bank of India
Total CD	-	-	212,323	-	-	1,437,093	-	1,649,416				

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
March 31, 2023**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	23.4%	\$ 7,107,291	3.857%
Financial Aid Account	16.9%	5,110,091	3.900%
Certificates of Deposit & Government Securities	21.2%	6,433,930	2.620%
Illinois Investment Pool & ISDLAF+	38.5%	11,658,408	4.685%
Total		\$ 30,309,720	3.920%

Institution	Illinois Investment Pool ISDLAF+	Certificates of Deposit Government Securities	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,652,883	-	-	10,652,883	35%
ISDLAF+ Funds	1,005,525	-	-	1,005,525	3%
Midland States Bank	-	-	6,197,006	6,197,006	20%
Midland States-F/A	-	-	5,110,091	5,110,091	17%
Midland States-Bldg	-	-	539,885	539,885	2%
LaSalle State Bank	-	-	71,479	71,479	0%
Commerce Bank	-	990,343	-	990,343	3%
Multi Bank Securities	-	446,750	-	446,750	1%
Hometown Ntl Bank	-	212,323	-	212,323	1%
PMA Holdings	-	4,784,514	132,913	4,917,427	16%
Heartland Bank	-	-	166,008	166,008	1%
Marseilles Bank	-	-	-	-	0%
	\$ 11,658,408	\$ 6,433,930	\$ 12,217,382	\$ 30,309,720	100%



OK

\$5,000 and Over Disbursements
03/01/23 - 03/31/23

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
782822	3/1/2023	209546	Allied Universal Security Serv	7,219.03	Security Services
782823	3/1/2023	1369	Ameren Illinois	5,247.73	Monthly Utilities : Gas - Numerous Accounts
782833	3/1/2023	223371	Central Truck Leasing LLC	8,830.34	Monthly Tractor Lease and Variable Mileage Costs
782834	3/1/2023	1169	City of Oglesby	57,677.40	Oglesby Police Protection
782837	3/1/2023	232206	ExamSoft Worldwide LLC	8,532.50	Clinical Judgment Exams & ExamSoft Solution 2023
782877	3/1/2023	236773	Walz Label & Mailing System	5,090.00	Pressure Sealer & Annual On-Site Warranty
782878	3/1/2023	1927	Walter J Zukowski & Assoc	6,918.25	Legal Services
782896	3/2/2023	82897	SURS	54,238.33	Payroll Deductions (2/25/23)
ACH	3/2/2023		Illinois Department of Revenue	1,763.00	Sales Tax
ACH	3/2/2023		Internal Revenue Service	66,082.64	Federal Payroll Taxes
ACH	3/2/2023		Illinois Department of Revenue	24,571.40	State Payroll Taxes
ACH	3/2/2023		TSA EPARS	8,794.14	403(b) & 457(b)Payroll
ACH	3/2/2023		Expert Pay	600.00	Payroll Deductions
ACH	3/2/2023		Quadient-USPS	5,000.00	Postage for Meter
28 783008	3/8/2023	209546	Allied Universal Security Serv	7,940.74	Security Services
783019	3/8/2023	214499	Constellation NewEnergy, Inc	35,270.75	Electricity
783024	3/8/2023	209567	Delta Dental of Illinois	7,203.66	Dental Insurance Premium
783047	3/8/2023	1011	Network of Illinois Learning Resources	6,864.67	ProQuest Research Library Database 4/1/23-3/31/24
783103	3/15/2023	209546	Allied Universal Security Serv	6,577.60	Security Services
783116	3/15/2023	1317	Elsevier, Inc	5,760.00	A 2 Exams - RN Admission Assessment
783118	3/15/2023	232206	ExamSoft Worldwide LLC	13,980.00	Clinical Judgment Exams & ExamSoft Solution 1-7/23
783121	3/15/2023	236991	Franklin Fixtures, LLC	24,227.50	Items for Remodel of Existing Bookstore
783133	3/15/2023	233357	Mansfield Power & Gas LLC	14,325.41	Monthly Natural Gas Service
783149	3/15/2023	209296	Sikich LLP	17,563.00	Audit Services FY2022 & FY2023
783176	3/16/2023	82897	SURS	52,595.38	Payroll Deductions (3/11/23)
ACH	3/16/2023		Internal Revenue Service	61,458.42	Federal Payroll Taxes
ACH	3/16/2023		Illinois Department of Revenue	23,368.82	State Payroll Taxes
ACH	3/16/2023		TSA EPARS	8,794.14	403(b) & 457(b)Payroll
ACH	3/16/2023		Expert Pay	600.00	Payroll Deductions
783204	3/22/2023	209546	Allied Universal Security Serv	7,096.72	Security Services
783207	3/22/2023	1369	Ameren Illinois	5,151.90	Monthly Utilities : Gas & Electric - Numerous Accounts

\$5,000 and Over Disbursements
03/01/23 - 03/31/23

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
783209	3/22/2023	235388	Arbor Management	27,244.94	Food Service Monthly Billing
783220	3/22/2023	228576	CHC Wellbeing, Inc	28,925.00	Site, Remote, and Physician Health Sept. 2022
783223	3/22/2023	140900	CollegeNET, Inc	5,387.03	Service Fee: 25Live; Service Fee: S25i; Colleague LYNX
783227	3/22/2023	102229	Elan Cardmember Services	15,728.15	Monthly Credit Card Charges
783228	3/22/2023	209907	Ellucian Company, L.P.	8,333.00	Transition Services
783229	3/22/2023	1317	Elsevier, Inc	34,650.00	Elsevier 360 Nursing Fall 22 - Spring 24
783242	3/22/2023	1389	Illinois Valley YMCA	5,937.50	Childcare Partnership
783246	3/22/2023	1469	John's Service & Sales Inc	15,149.51	Replace Compressor Unit; Troubleshoot & Repair Unit
783252	3/22/2023	236611	Liebhart Construction, Inc	5,645.00	Ottawa Construction
783288	3/22/2023	116396	Virco Inc	5,226.96	Stool, Zuma Series; Stool, Sage Series
ACH	3/23/2023		CCHC	274,699.83	Health Insurance (March 2023)
783383	3/29/2023	209546	Allied Universal Security Serv	7,919.90	Security Services
783392	3/29/2023	214499	Constellation NewEnergy, Inc	31,899.05	Electricity
29 783394	3/29/2023	174412	Demonica Kemper Architects	8,377.00	Main Campus Monthly Electric Service*
783395	3/29/2023	209907	Ellucian Company, L.P.	5,529.75	Ellucian Professional Colleague Migration to the Cloud
783411	3/29/2023	233357	Mansfield Power & Gas LLC	11,466.17	Monthly Natural Gas Service
783422	3/29/2023	236884	PerkinElmer U.S. LLC	92,511.00	Avio 220 Max Cycl/Concentric System
783454	3/30/2023	82897	SURS	53,381.88	Payroll Deductions (3/25/23)
ACH	3/30/2023		Internal Revenue Service	61,818.85	Federal Payroll Taxes
ACH	3/30/2023		Prudential	6,046.69	Life Insurance (April 2023)
ACH	3/30/2023		Illinois Department of Revenue	24,060.98	State Payroll Taxes
ACH	3/30/2023		TSA EPARS	8,794.14	403(b) & 457(b)Payroll
ACH	3/30/2023		Expert Pay	600.00	Payroll Deductions
ACH	3/30/2023		VSP	2,746.66	Vision Insurance (April 2023)
ACH	3/31/2023		EBC	4,767.89	H.R.A., F.S.A., Cobra (April 2023)
				<u>\$ 1,306,190.35</u>	

*Protection, Health, & Safety (PHS) Projects



IVCC Stipend Report for Payroll Ending 03/11/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Fowler, David Lee	Scoreboard 7 Men's Games	01/05/2023	02/23/2023	03/16/2023	ST	210.00	056430360251900			
Fowler, David Lee	Scoreboard 7 Women's Games	01/05/2023	02/23/2023	03/16/2023	ST	210.00	056430360351900			
Hodgson, Laura Ann	Tutoring/Mentoring	02/06/2023	03/03/2023	03/16/2023	ST	1,000.00	061420153951900			
Klieber, Tracie Marie	Strength, Cardio, Core	01/31/2023	02/23/2023	03/16/2023	ST	320.00	014110394151320			
Klieber, Tracie Marie	PM Yoga Unique 2 U;In-Per&Onl	02/06/2023	03/06/2023	03/16/2023	ST	280.00	014110394151320			
Klieber, Tracie Marie	AM Yoga Unique to U In-Per/Onl	02/06/2023	03/06/2023	03/16/2023	ST	320.00	014110394151320			
Knoblauch, Heather Anne	Online Teaching Workshop	02/01/2023	02/27/2023	03/16/2023	ST	150.00	012420380151900			
McManus, Douglas Edward	Score Clock 8 Women's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360351900			
McManus, Douglas Edward	Score Clock 8 Men's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360251900			
Moore, Bernard A	SAT Test Prep Class	03/04/2023	03/04/2023	03/16/2023	ST	170.00	014110394151320			
Pytel, Kyle Edwin	Driver Imprvmnt-LaSalle County	03/04/2023	03/04/2023	03/16/2023	ST	200.00	014110394251320			
Radek, Kimberly M	SP 23' OV LIT 2000 100	01/09/2023	05/13/2023	05/13/2023	OV	825.00	011120650051340			
Schneider, Gregg A	Driver Imprvmnt-LaSalle County	03/01/2023	03/01/2023	03/16/2023	ST	160.00	014110394251320			
Smith, Mary Helen	Rvfrnt Bar-1 on 1 Comp Sessns	02/28/2023	02/28/2023	03/16/2023	ST	105.00	014110394151320			
Story, Michelle M	Faculty Liaison Program	02/18/2023	02/18/2023	03/16/2023	ST	75.00	018120080051900			
Tomasson, Cory J	Score Clock 1 Women's Game	01/05/2023	02/23/2023	03/16/2023	ST	30.00	056430360351900			
Tomasson, Cory J	Score Clock 1 Men's Game	01/05/2023	02/23/2023	03/16/2023	ST	30.00	056430360251900			
Urban-Bollis, Jill L	2hr OV Rate EOT Facilitation	02/01/2023	02/27/2023	03/16/2023	ST	1,650.00	012420380151900			
Vogelgesang, Eugene Edward	Scorebook 8 Men's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360251900			
Vogelgesang, Eugene Edward	Scorebook 8 Women's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360351900			
Whalen, Patrick Eugene	Announcer 8 Women's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360351900			
Whalen, Patrick Eugene	Announcer 8 Men's Games	01/05/2023	02/23/2023	03/16/2023	ST	240.00	056430360251900			
Whiteaker, Samantha D	Online Teaching Workshop	02/01/2023	02/27/2023	03/16/2023	ST	150.00	012420380151900			

\$ 7,325.00

Dr. Matthew Seaton
Vice President of Business Services and Finance

Dr. Jerry Corcoran
President

3/15/2023

*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
03/25/2023**

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Allen, Molly Renee	ALH 1214-605 Lab/Clinical	03/14/2023	05/13/2023	05/30/2023	ST	4,300.00	011420730051320	ALH-1214-605	Certified Nursing Assistant	
Beetz, Lyndsey Nicole	22FA/23SP Overload	03/14/2023	05/13/2023	05/13/2023	OV	825.00	011420410051340			Entered 3/23/23: DLA 1206-01
Blagi, Dorothy A	Italian Tortellaci	03/22/2023	03/22/2023	03/30/2023	ST	150.00	014110394151320			
Boyle- Bruch, Ida Lee	1 Day 8 hr Food Service Sanitn	03/21/2023	03/21/2023	03/30/2023	ST	500.00	014110394151320			
Bray, Kristal A	ALH 1214-03 Lab/Clinical	03/14/2023	05/13/2023	05/30/2023	ST	5,362.50	011420730051320	ALH-1214-03	Certified Nursing Assistant	
Damron, Haley Nicole	ECE 1005 100	03/14/2023	05/13/2023	05/30/2023	ST	2,064.00	061220939451220	ECE-1005-100	Health, Safety and Nutrition	
Damron, Haley Nicole	ECE 1005 100 1st Time Online	03/14/2023	05/13/2023	05/25/2023	SG	688.00	061220939451220	ECE-1005-100	Health, Safety and Nutrition	
Dzurisin, Juliana Mae	ALH 1214-604, 605 Lecture	03/14/2023	05/13/2023	05/30/2023	ST	4,719.00	011420730051320	ALH-1214-604	Certified Nursing Assistant	
Fish, Nicholas R	Basic Life Support/CPR Training	03/01/2023	03/13/2023	03/30/2023	ST	50.00	014110394151320			
Fish, Nicholas R	22FA/23SP Overload	03/14/2023	05/13/2023	05/13/2023	OV	1,196.25	011420410051340			Entered 3/23/23: EMS 2202-01
Fish, Nicholas R	22FA/23SP Overload	03/14/2023	05/13/2023	05/13/2023	OV	2,211.00	011420410051340			Entered 3/23/23: EMS 2221-01
Fish, Nicholas R	Peru LittleLeague CPR Training	03/18/2023	03/25/2023	03/30/2023	ST	675.00	014210331051320			
Freitag, Ashley Nicole	NUR 2212-08 Clinical	03/14/2023	05/13/2023	05/30/2023	ST	3,440.00	011420730051320	NUR-2212-08	Holistic Nursing IV	
Goodchild, Chandler Drew	ALH 1214-04 Lab/Clinical	03/14/2023	05/13/2023	05/30/2023	ST	4,300.00	011420730051320	ALH-1214-04	Certified Nursing Assistant	
Greve, Mary Ann	ALH 1252-300, 301 Clinical	03/14/2023	05/13/2023	05/30/2023	ST	5,797.50	011420730051320	ALH-1252-300	Prin. & Pract. of Phlebotomy	ALH 1252-300, 301 is a 16 wk course, clinical is 2nd 8 wks
Hauser, Jennifer Nicole	ALH 1214-604 Lab/Clinical	03/14/2023	05/13/2023	05/30/2023	ST	4,300.00	011420730051320	ALH-1214-604	Certified Nursing Assistant	
Jenrich, Chuck	J.Hardie Lean6 Sigma Green BIt	03/15/2023	03/15/2023	03/15/2023	ST	500.00	014210331051320			
Lockwood, DawnAnne	EDC 1203-150	03/14/2023	05/13/2023	05/30/2023	ST	3,656.00	011120650051320	EDC-1203-150	Educational Technology	
Molln, Theresa Marie	23/SP Overload-WLD Series 25	03/14/2023	05/13/2023	05/13/2023	OV	2,887.50	011320410051340			Entered 3/21/23: WLD Series 25
Molln, Theresa Marie	23/SP Overload-WLD Series 21	03/14/2023	05/13/2023	05/13/2023	OV	2,887.50	011320410051340			Entered 3/21/23: WLD Series 21
Myers, Taylor Marie	23/SP Overload-NUR 2212-08 Sem	03/14/2023	05/13/2023	05/13/2023	OV	825.00	011420730051340			Entered 3/21/23: NUR 2212-08 Seminar
Nickel, Paul A	WLD Series 22 Multi Prep	03/14/2023	05/13/2023	05/25/2023	ST	429.00	011320410051320			
Nickel, Paul A	WLD Series 22	03/14/2023	05/13/2023	05/25/2023	ST	2,574.00	011320410051320			
Pytel, Kyle Edwin	Driver Imprvmt-LaSalle County	03/18/2023	03/18/2023	03/30/2023	ST	200.00	014110394251320			
Roach, Josh Joseph	WLD Series 321 Multi Prep	03/14/2023	05/13/2023	05/25/2023	ST	412.50	011320410051320			
Roach, Josh Joseph	WLD Series 321	03/14/2023	05/13/2023	05/25/2023	ST	2,475.00	011320410051320			
Schomas, Jane Elizabeth	Intermediate Swing Dance	02/07/2023	03/14/2023	03/30/2023	ST	450.00	014110394151320			
Schomas, Jane Elizabeth	Wedding Reception Survival	02/07/2023	03/14/2023	03/30/2023	ST	450.00	014110394151320			
Schuerman, Patrick	GNT 1208-300	03/14/2023	05/13/2023	05/25/2023	ST	825.00	011320410051320			
Seeger, Andrew P	FA22/SP23 Overload	03/14/2023	05/13/2023	05/13/2023	OV	2,250.00	011120650051340			
Smith, M'Kenzee Brogan	NUR 1211-10 Clinical	03/14/2023	05/13/2023	05/30/2023	ST	3,565.00	011420730051320	NUR-1211-10	Holistic Nursing I	
Smith, Paul C	Substitution Pay-CAD 2201-01	02/27/2023	02/27/2023	03/30/2023	ST	113.79	011320410051320			
Smith, Sara E	FSS In-Person & Online	03/14/2023	03/23/2023	03/30/2023	ST	600.00	014110394151320			
Sondgeroth, Anthony Lee	Carus Welding Prgm-Year 1 & 4	02/27/2023	03/01/2023	03/30/2023	ST	450.00	014210331051320			
Sondgeroth, Anthony Lee	Carus Welding Prgm-Year 1 & 4	03/13/2023	03/22/2023	03/30/2023	ST	900.00	014210331051320			
Story, Michelle M	23/SP Overload-CSP 1231 100	03/14/2023	05/13/2023	05/13/2023	OV	600.00	011220410051340			Entered 3/21/23: CSP 1231-100
Urban-Bollis, Jill L	FA22/SP23 Overload	03/14/2023	05/13/2023	05/13/2023	OV	2,475.00	011120650051340			
Villarreal, Nora Lynn	Retro Pay-Wage/Salary Audit	03/25/2023	03/25/2023	03/25/2023	MI	1,503.45	011120650051310			

\$ 71,606.99

Dr. Matthew Seaton
Vice President of Business Services and Finance

Dr. Jerry Corcoran
President

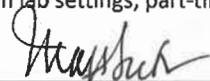
3/29/2023

*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

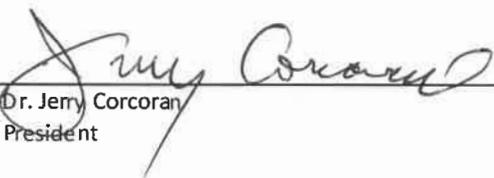
**Part-time Faculty/Staff Appointments
(April 13, 2023 Board of Trustees Meeting)**

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Oelschlager, Alana	Dental Assisting Laboratory Instructor (hire date: 3/17/2023)	WFD	\$32.25	n/a
Rooney MD, Thomas	Dental Assisting Laboaratory Instructor (hire date: 4/10/2023)	WFD	\$32.25	n/a

*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

 7/5/2023

 Dr. Jerry Corcoran
 President

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

Purchase Request – Nursing Program Simulation Lab Equipment

The Nursing program is in need of several large equipment items, as well as some other equipment to update and create a simulation lab that fulfills the requirements of Simulation set forth by the Accreditation Commission for Education in Nursing (ACEN). This project is entirely funded by the Pipeline for the Advancement of the Healthcare Workforce (PATH) grant. The administration requests authorization to proceed with the purchase of the equipment in the amount of \$182,211.71 from Pocket Nurse, a vendor in the OMNIA Partners purchasing cooperative.

ACEN Definitions

Practice Learning Environments:

Settings that facilitate students' application of knowledge, skills, and behaviors in the care of patients/clients and support the end-of-program student learning outcomes and program outcomes consistent with the scope of practice for which the nursing program is preparing graduates. Settings include, but are not limited to, on-campus skills laboratories, acute-care and specialty hospitals, long-term care facilities, ambulatory care centers, physician offices, community and home health care, and on-campus laboratory with low-fidelity, moderate-fidelity, and high-fidelity simulation.

Simulation:

High-fidelity simulation: Practice learning experiences that incorporate a full-body computerized patient simulator, which mimics the patient's responses to student's actions.

Mid-fidelity simulation: Practice learning experiences that incorporate a computerized patient simulator with basic physiologic functions, such as computer-based self-directed learning systems.

Low-fidelity simulation: Practice learning experiences that use static mannequins or task-trainers for basic nursing skills.

Virtual simulation: Practice learning experiences that are computer-generated simulations with virtual (e.g., three dimensional images) patients and/or care environments for the development of nursing knowledge and skills.

Skills/Simulation Laboratory: An on-campus setting designed to look, feel, and/or function as a real-world practice learning environment, offering real-world practice learning experiences that may include the use of low-fidelity, mid-fidelity, and/or high-fidelity simulation equipment.

Recommendation:

The administration recommends Board authorization to purchase the equipment for the Nursing Simulation Lab from Pocket Nurse, through the OMNIA Partners purchasing cooperative, at a cost of \$182,211.71.

KPI 1: Student Academic Success



Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Bill to: Illinois Valley Community College
815 N Orlando Smith St
Oglesby, IL 61348-9692

Phone: (815) 224-0421
Ship to: Illinois Valley Community College
815 N ORLANDO SMITH ST
EMS
OGLESBY, IL 61348-9692

Phone: (815) 224-0431
Attn: IVCC-LOADING DOCK-NURSG

Quote

Quote Number : 1316588-0

Customer# : 014158

Quote Date : 03/15/2023

Expire Date : 05/14/2023

Quoted To : C. Lenkaitis

Entered By : Bailey Salvati

Terms : NET 30

Shipping Method : Ground

Ship Acct# :

Send Purchase Order To:

Accnt Mgr: Northeast Central

Email: cs@pocketnurse.com

Phone: 1-800-225-1600

Customer/Order Instructions

TOTAL MAY NOT INCLUDE APPLICABLE SALES TAX

Fabric:
TL61 Plumbego

Casework finishes:
Williams Oak for the fronts
Icicle for the tops

Pricing based on OMNIA Contract R190201

Line	Qty	U/M	Item #	Description	Price	Per	Extension
0001	1	EA	QUOTE ITEM	Control Room Casework	13,683.17	EA	13,683.17
				Item Notes			
				(3) 3DR Base Units (18 x 23.5 x 29) HLP Top (3) Sky Desk Chairs (4) Storage Units (30 x 17.5 x 84) Glass Fronts			
0002	1	EA	QUOTE ITEM	Nursing Station	3,960.57	EA	3,960.57
				Item Notes			
				RN Station (117" x 42") with power (2 outlets) (1) Sky Desk Chair			
0003	1	EA	QUOTE ITEM	Sim Lab Casework	22,306.57	EA	22,306.57

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1316588-0

Customer# : 014158

Quote Date : 03/15/2023

Expire Date : 05/14/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
Item Notes							
(4) Storage Units (30 x 17.5 x 84) Glass Fronts							
(5) Wall cabinets, hinged doors							
(5) Base cabinets, hinged doors							
Glass Fronts, HPL Top							
Gooseneck Faucet							
Sink							
Venti Backless Lounge (61 x 26 x 20")							
0004	1	EA	QUOTE ITEM	Freight and Installation for Casework and Nursing Station	8,525.00	EA	8,525.00

SubTotal 48,475.31

Transportation charges on shipments from Pocket Nurse cover dock-to-dock or dock-to-curb deliveries. Please read our complete Shipping Disclaimer in the Terms and Conditions. If additional shipping charges are incurred by Pocket Nurse due to customer requests or refusal of shipment, charges will revert to the customer. Accessorial charges may include, but are not limited to, change of address, residential delivery, inside delivery, stair charges, redelivery, and storage.





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Bill to: Illinois Valley Community College
815 N Orlando Smith St
Oglesby, IL 61348-9692

Phone: (815) 224-0421
Ship to: Illinois Valley Community College
815 N ORLANDO SMITH ST
OGLESBY, IL 61348-9692

Phone: (815) 224-0431
Attn: Loading Dock - Health

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Quoted To : C. Lenkaitis

Entered By : Bailey Salvati

Terms : NET 30

Shipping Method : Ground

Ship Acct# :

Send Purchase Order To:

Acct Mgr: Northeast Central

Email: cs@pocketnurse.com

Phone: 1-800-225-1600

Customer/Order Instructions

TOTAL MAY NOT INCLUDE APPLICABLE SALES TAX

Pricing based on OMNIA Contract R190201

LIFT GATE DELIVERY - All items will be shipped directly to your receiving area and you or your maintenance staff will manage them from that point forward. No inside delivery or installation will be performed.

Line	Qty	U/M	Item #	Description	Price	Per	Extension
0001	2	EA	04-50-8227-MEDOAKREFURB	Hillrom VersaCare Bed Pkg Adv Foam Mattress Cab OBT 500LB	3,628.57	EA	7,257.14
0002	1	EA	04-50-3972	SimVS Nurse Call System	1,995.00	EA	1,995.00
Item Notes							
Whats Included With The SimVS Nurse Call System:							
Three (3) Samsung Tablets With The Following Interfaces:							
Instructor Tablet							
Nurse Call Bell							
One (1) Router							
One (1) Carry Case							
One (1) Year Limited Warranty							
0003	1	EA	04-71-3603-36IN	Sapphire Headwalls Functional with Shared Compressor Package	6,453.85	EA	6,453.85
Item Notes							
2 Headwalls							

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Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
	1 compressor Accessories etc.						
0004	1	EA	04-76-5578-REFURB	Stryker 1015 MSeries Big Wheel Stretcher w/New Stretcher Pad	3,973.48	EA	3,973.48
0005	3	EA	06-54-2706-REFURB	Alaris Medley Pump Combo 6	1,984.62	EA	5,953.86
	Item Notes						
	Combo Includes: Guardrails® Suite MX educational training software (1) 8015 PC Module (1) 8100 IV Pump Module (2) Alaris Primary IV Tubing 1 YEAR WARRANTY						
0006	1	EA	11-99-0280-MEDMALE	Nursing Anne Simulator Genital Kit	512.29	EA	512.29
0007	4	EA	11-81-0950-LIGHT	Wilma Wound Foot	470.74	EA	1,882.96
0008	1	EA	03-75-070	Personal Protection Organizer Beige Plastic Wall Mount	193.69	EA	193.69
0009	1	EA	04-50-7011	Wall Clock 24HR 12IN Black	26.10	EA	26.10
0010	1	EA	04-50-1250	Step Stool Heavy Duty Chrome Plated Steel 350LB	63.15	EA	63.15
0011	1	EA	05-76-4400	Repositioning Slide Aid 46x61IN Lateral Transfer Nylon	391.57	EA	391.57
	Item Notes						
	PLEASE NOTE - VENDOR DIRECT ITEM: This item is a special order item that we will requisition from our vendor specifically for this order. Once the order is placed, we are unable to modify or cancel the order. Lead time for these items may take between 3-6 weeks to arrive.						
0012	1	EA	07-71-5005	Pocket Nurse® Portable Oxygen Unit Complete Empty Tank	123.78	EA	123.78
	Item Notes						
	Item comes with Tank/Cart/Reg/Wrench/Cannula						
0013	6	EA	11-81-1366-LIGHT	Venipuncture Training Aid Four Vein Latex Free	277.06	EA	1,662.36
0014	1	EA	11-81-3751-LIGHT	Fundus Skills Assessment Task Trainer	1,257.98	EA	1,257.98
	Item Notes						

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
PLEASE NOTE - VENDOR DIRECT ITEM: This item is a special order item that we will requisition from our vendor specifically for this order. Once the order is placed, we are unable to modify or cancel the order. Lead time for these items may take between 3-6 weeks to arrive.							
0015	1	EA	12-81-2551	Intubation Trainer Pediatric Torso	1,645.35	EA	1,645.35
0016	1	EA	12-81-2556	Airway Management Trainer Infant	841.56	EA	841.56
Item Notes							
PLEASE NOTE - VENDOR DIRECT ITEM: This item is a special order item that we will requisition from our vendor specifically for this order. Once the order is placed, we are unable to modify or cancel the order. Lead time for these items may take between 3-6 weeks to arrive.							
0017	5	EA	11-81-2610	Blood Pressure Training Arm	1,500.09	EA	7,500.45
0018	5	EA	06-54-0555-4HOOK	IV Pole 4 Hook w/5 Caster Base Deluxe	238.30	EA	1,191.50
0019	4	EA	10-81-7082-LIGHT	Seymour 2 Wound Pressure Injury Model	513.69	EA	2,054.76
0020	12	EA	02-20-5350-ADLT	Pocket Nurse® BP Cuff Latex Free	17.67	EA	212.04
0021	12	EA	02-20-775-LGADLT	Prosplyg BP Cuff 34-50CM	38.73	EA	464.76
0022	12	EA	02-24-690	SureTemp Plus 690 Thermometer Handheld with 4FT Oral Probe	351.00	EA	4,212.00
0023	12	PK	02-24-5032	Probe Cover for SureTemp Plus 690 SureTemp 678/679	2.26	PK	27.12
Item Notes							
25 per pack							
0024	12	EA	07-71-2300	Pocket Nurse® Pulse Oximeter Fingertip	21.05	EA	252.60
0025	2	EA	03-04-6420	Dispenser White Touch Free Purell Hand Sanitizer 1200mL	18.52	EA	37.04
0026	2	EA	03-04-6453	ORMD Hand Sanitizer Foam ES6 Purell Advanced 1200mL Refill	46.30	EA	92.60
0027	1	EA	03-50-1323-6GAL	Waste Can Biohazard Red	261.05	EA	261.05
0028	1	BX	03-18-5042	Bag Isolation Polyethylene 1-6GL 11X14IN	7.40	BX	7.40
0029	1	EA	09-83-2906	Exam Room 6 Flag System	106.94	EA	106.94

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
				Red/Blue/Orng/Grn/Yellow/Grey			
Item Notes							
PLEASE NOTE - VENDOR DIRECT ITEM: This item is a special order item that we will requisition from our vendor specifically for this order. Once the order is placed, we are unable to modify or cancel the order. Lead time for these items may take between 3-6 weeks to arrive.							
0030	8	EA	07-07-0467-1200ML	Suction Canister w/Lid Hi-Flow	4.03	EA	32.24
0031	1	EA	04-76-100	Pocket Nurse® General Transport Stretcher	3,536.00	EA	3,536.00
0032	1	EA	04-25-3124	SimCartRx Basic Charting Cart Mobile	3,125.00	EA	3,125.00
Item Notes							
FEATURES							
Mobile charting cart							
8 Manual key-lock medication bins							
Spring-assisted lift for easy height adjustment							
Assembly instructions included							
Customer assembly required							
Standard warranty: 1-year							
SPECIFICATIONS							
Dimensions: 31-48" H x 21" W x 22" D: Weight: 90 lbs.: Shipping Dimensions: 61" H x 30" W x 30"D: Shipping Weight: 105 lbs.							
0033	1	EA	04-25-8524-RBLU	Cart Linen 4 Shelf Small with Mesh Cover PVC	547.36	EA	547.36
0034	1	EA	04-25-2010	Hamper Covered Square	214.73	EA	214.73
0035	1	EA	04-12-2012	Hamper Bag Storage Pouch for 04-25-2010	26.94	EA	26.94
0036	1	EA	04-50-5740-TPE	Recliner 3 Position Geri Chair with Activity Tray Lumex	549.05	EA	549.05
0037	2	EA	06-93-6008	Demo Dose® Simulated Blood Product Set w/Stand	125.46	EA	250.92
0038	2	EA	06-93-6200	Demo Dose® Simulated Platelets AB Rh Negative	14.73	EA	29.46
0039	2	EA	06-93-6201	Demo Dose® Simulated Platelets O Rh Negative	14.73	EA	29.46
0040	2	EA	06-93-6202	Demo Dose® Simulated Platelets	14.73	EA	29.46

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
0041	2	EA	06-93-6203	B Rh Negative Demo Dose® Simulated Platelets A Rh Negative	14.73	EA	29.46
0042	2	EA	06-93-6204	Demo Dose® Simulated Platelets AB Rh Positive	14.73	EA	29.46
0043	2	EA	06-93-6205	Demo Dose® Simulated Platelets O Rh Positive	14.73	EA	29.46
0044	2	EA	06-93-6206	Demo Dose® Simulated Platelets B Rh Positive	14.73	EA	29.46
0045	2	EA	06-93-6207	Demo Dose® Simulated Platelets A Rh Positive	15.15	EA	30.30
0046	2	EA	06-93-6100	Demo Dose® Simulated FFP AB Rh Negative	15.57	EA	31.14
0047	2	EA	06-93-6101	Demo Dose® Simulated FFP O Rh Negative	15.99	EA	31.98
0048	2	EA	06-93-6102	Demo Dose® Simulated FFP B Rh Negative	15.57	EA	31.14
0049	2	EA	06-93-6103	Demo Dose® Simulated FFP A Rh Negative	15.57	EA	31.14
0050	2	EA	06-93-6104	Demo Dose® Simulated FFP AB Rh Positive	15.57	EA	31.14
0051	2	EA	06-93-6105	Demo Dose® Simulated FFP O Rh Positive	15.57	EA	31.14
0052	2	EA	06-93-6106	Demo Dose® Simulated FFP B Rh Positive	15.57	EA	31.14
0053	2	EA	06-93-6107	Demo Dose® Simulated FFP A Rh Positive	15.57	EA	31.14
0054	1	CS	06-54-2478	Alaris Pump Module Blood Set 121IN 15 Drops/mL	227.30	CS	227.30
Item Notes							
10 per case							
0055	40	EA	06-54-2040	Alaris Primary Admin Set 117IN 20 Drops/mL Smartsite	11.19	EA	447.60
Item Notes							
sold by the each							
0056	6	EA	07-71-8400-4	Resuscitators The Bag II	18.47	EA	110.82

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
0057	1	EA	09-31-1295	with Mask Adult Pocket Nurse® Anatomical 12 Chart Package	202.94	EA	202.94
0058	1	EA	11-81-0505-BRN	Nursing Anne SimPad Capable	6,196.93	EA	6,196.93
0059	1	EA	11-81-0505-TAN	Nursing Anne SimPad Capable	6,196.93	EA	6,196.93
0060	1	EA	12-81-3652-TAN	Nursing Baby SimPad Capable	3,388.51	EA	3,388.51
0061	1	EA	HF-12-81-2320-MED	ORMD SimJunior Manikin Only	16,715.01	EA	16,715.01
0062	3	EA	11-81-4301	SimPad Plus System	2,081.14	EA	6,243.42
Item Notes							
Includes SimPad PLUS Remote Ctrl, SimPad PLUS Link Box, AC Adapter, Battery, Headset & Microphone, Wrist Strap, Manikin Strap, Ethernet Cable, Protective Sleeve, and USB Cable. * Item 11-79-4501 LLEAP for SimPad PLUS software license required for operation.*							
0063	1	EA	11-07-2043	SimPad PLUS Link Box	841.56	EA	841.56
0064	3	EA	11-79-4501	LLEAP Software for SimPad Plus 11-81-4301 or 11-81-1513	3,001.14	EA	9,003.42
Item Notes							
Includes: License Key providing access to Manual Mode, Automatic Mode, and Log Viewer Application. For use with SimPad Plus System (11-81-4301) only.							
0065	1	EA	02-43-3035	ORMD Battery Lithium Ion SimPad	241.14	EA	241.14
0066	1	EA	11-99-0501	SimPad AC Adapter Power Cord	76.51	EA	76.51
Item Notes							
PLEASE NOTE - VENDOR DIRECT ITEM: This item is a special order item that we will requisition from our vendor specifically for this order. Once the order is placed, we are unable to modify or cancel the order. Lead time for these items may take between 3-6 weeks to arrive.							
0067	1	EA	11-81-0016-BGE	Pocket Nurse® SimObesity Shirt V2 with Bag	762.07	EA	762.07
0068	1	EA	04-50-1300	Pocket Nurse® Basic Radiant Infant Warmer for Simulation	4,342.74	EA	4,342.74
Item Notes							
Mattress with cover Tilting bed with rotary radiant head Examination light X-ray cassette tray under mattress Control modes for air and temperature							

Continued on next page....





Pocket Nurse®

Simulation & Education Supplies

610 Frankfort Rd. Monaca, PA 15061

Quote

Quote Number : 1317179-0

Customer# : 014158

Quote Date : 03/20/2023

Expire Date : 05/19/2023

Line	Qty	U/M	Item #	Description	Price	Per	Extension
Instant display: set temperature, skin temperature, heat power rate Audible/visual alarms: temperature deviation, sensor failure, power failure Anti-blast quartz infrared tube as radiant heating source X-ray cassette tray under mattress Some assembly required Mattress dimensions: 27" x 22" x 1 1/2" Unit dimensions: 38" x 38" x 24"							
0069	1	EA	02-33-0004	Scale Digital Wet Diaper/ Lap Sponge 4000GM	1,119.00	EA	1,119.00
0070	1	EA	02-33-8440	Scale Digital Infant 44LB	353.67	EA	353.67
0071	1	EA	02-24-1527	Pocket Nurse® Fetal Monitor F6	3,305.56	EA	3,305.56
0072	1	EA	02-43-8127	Mounting Plate F6/F9 for 02-24-1527	92.62	EA	92.62
0073	4	EA	11-81-1935	HAL Heart and Lung Sounds Skills Trainers Adult	1,399.00	EA	5,596.00
0074	1	EA	11-81-0194	Little Anne AED Manikin w/ AED Trainer 2	867.70	EA	867.70
0075	1	EA	04-50-1980	Child Crib/ Bed 30x44IN	3,338.00	EA	3,338.00

SubTotal 129,092.55

Transportation charges on shipments from Pocket Nurse cover dock-to-dock or dock-to-curb deliveries. Please read our complete Shipping Disclaimer in the Terms and Conditions. If additional shipping charges are incurred by Pocket Nurse due to customer requests or refusal of shipment, charges will revert to the customer. Accessorial charges may include, but are not limited to, change of address, residential delivery, inside delivery, stair charges, redelivery, and storage.

Shipping & Handling - Percent 4,643.85



Bid Results – Medical Assisting Lab Renovation

Bids for the Medical Assisting Lab Renovation were received and publicly opened on March 23, 2023.

Lite Construction, Inc., Montgomery, Illinois, was the only bid received and they met all bidding requirements and specifications. Attached is a letter of recommendation from Demonica Kemper Architects. A summary of bids received is listed below.

Contractor	Base Bid	Alternate No.1	Alternate No.2
Lite Construction, Inc. Montgomery, IL	\$274,774	\$0	\$15,500

Recommendation:

The administration recommends Board approval to accept the base bid and Alternate No. 2 from Lite Construction, Inc., Montgomery, Illinois, in the amount of \$290,274 for the Medical Assisting Lab Renovation to be paid from fund balance.

KPI 6: Resource Management



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 T 312.496.0000 F 312.496.0001
www.dka-design.com

March 24th, 2023

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

Re: Medical Assisting Lab Renovation
DKA Project No. 23-002
Letter of Recommendation to Award a Construction Contract

Dear Ms. Carboni:

Bids were opened on the above referenced project at 2:00 pm on March 23rd, 2023. Four bidders were bidders of record and one bid was received.

After reviewing the bid, Demonica Kemper Architects interviewed the apparent low bidder to ensure the bid documents were clear, without conflict, and no assumptions were made. Demonica Kemper Architects also confirmed the apparent low bidder understands the scope of work and has an appropriate plan to meet the schedule. Demonica Kemper Architects asked the apparent low bidder about their project teams to ensure they are assigning capable individuals who have the proper experience and knowledge needed for the project.

Based on this review, Demonica Kemper Architects has found no evidence which would disqualify the apparent low bidder from being awarded the contract for this work. Demonica Kemper Architects therefore recommends that the Board of Trustees of Illinois Valley Community College consider awarding the contract for construction to:

**Lite Construction, Inc.
711 S. Lake Street
Montgomery, Illinois 60538**

for the total contract amount of \$290,274.00. The contract amount is inclusive of the base bid and Alternate No. 2 and all work shall be substantially complete as indicated in the bidding documents.

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

Sincerely,

Frank Carello, Assoc. AIA, LEED AP
Senior Associate

Attachment(s): Bid Tabulation Form

Bidder	Includes	Bid Documents Submitted				Bid Amounts Submitted		
	Addendum 1	00 41 13	00 43 13	00 43 25	00 45 19	Base Bid	Alternate 1 (Deduct)	Alternate 2 (Add)
Lite Construction	X	X	X	X	X	\$ 274,774	\$ -	\$ 15,500
Lo Destro Construction						No Bid		
PJ Hoerr						No Bid		
Missering Construction						No Bid		

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Alternate 1: DEDUCT amount to eliminate the liquidated damages clause from the contract.
Alternate 2: ADD amount for upper and lower millwork removal and replacement
00 41 13: Bid Form **00 43 25:** Substitution Sheet
00 43 13: Bid Bond **00 45 19:** Bidder Eligibility & Non-Collusion Affidavit

Agreement – Bluestone+Associates for Display for Native American Artifacts

The Foundation and Business Services Office is recommending the Board approve the agreement with Paul Bluestone from Bluestone+Associates to design and construct a new display for the Murray Crowder collection of Native American artifacts that was previously on display in Building A.

Mr. Bluestone and his team have years of experience working for organizations such as Shedd Aquarium to design and construct modern, aesthetically pleasing displays for important historical artifacts.

The Foundation and College will split the cost of the display with the Foundation contributing up to \$25,000 and the College up to \$25,000. This will be budgeted for in the upcoming FY2024 budget.

Recommendation:

It is recommended that the Board of Trustees approve the proposal from Bluestone+Associates, as presented.

KPI 6: Resource Management



April 4, 2023

Matt Seaton
Vice President for Business Services and Finance
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL, 61348

Proposal for Design, Fabrication, and Installation of Exhibits at Illinois Valley Community College

DATE	April 4, 2023
CLIENT	Illinois Valley Community College (IVCC)
CLIENT CONTACT	Matt Seaton, Vice President for Business Services and Finance
SCOPE OF WORK	Concept Development, design, fabrication and installation of two <i>Interpretive Station</i> exhibits, to be located at two locations in the most heavily traveled areas of the building. These <i>Interpretive Stations</i> will include artifacts from the original IVCC collection as appropriate in telling the stories of local indigenous peoples. We will work closely with the IVCC team in presenting our ideas and design for this project.
FEES	\$49,250
TERMS OF PAYMENT	On approval of this proposal, we request a mobilization payment of \$10,000 in order for us to begin work on this project. After this initial payment, we will invoice the IVCC monthly for our progress. We will document our progress and include that documentation with each our invoices.
REIMBURSABLES	We will invoice IVCC for our round-trip travel to meetings and presentations as well as the cost of the printing of progress submittals and any other required presentation materials.
ADDITIONAL COMMENTS	<p>IVCC RESPONSE to B+A PROGRESS SUBMITTALS At the conclusion of each phase of work in the design process, a client review will take place and we request a response from the IVCC within one week from each progress submittal.</p> <p>CHANGES TO SCOPE OF WORK All requests for additional work that is outside the scope of this proposal can be negotiated as an amendment to the proposal or as a new and separate proposal.</p>

LIGHTING

These stations will need lighting. In discussions with Matt Seaton, it was agreed that this work would not be in B+A's scope of work and would be performed by the IVCC staff and electrical contractors.

PRESENTING TO AN IVCC CLASS AND OTHER INTERESTED ATTENDEES

It would be a pleasure to make an interactive presentation to an IVCC art class and any others who might be interested. I'd focus on the principles and process of exhibit design, and apply that to the design and development of the *Interpretive Stations* here at IVCC. I'd request a small stipend for this work, and that compensation would be negotiated with Matt Seaton.

PHASE 2

We have discussed with Matt Seaton and Fran Brolley the idea of following up our work on these two *Interpretive Stations* with a second phase of work which would consist of two additional stations which would continue the focus on local indigenous cultures with the incorporation of relevant artifacts from the IVCC's collection. At this point, our estimate of the cost of such a second phase of work would be in the area of \$53,500. An audiovisual component would complement the graphic and exhibit design in these stations, and include a narration by knowledgeable local Native Americans. If approved, the work on this second phase would begin at an agreed upon date following the installation of all of the Phase 1 work.

ACCEPTING FOR IVCC

ACCEPTING FOR BLUESTONE + ASSOCIATES

Signed _____

Signed  _____

Printed _____

Printed Paul Bluestone

Title _____

Title Principal

Date _____

Date April 4, 2023

Approval – Board Policy 3.34 – Remote Work

To further engage our dedicated support and administrative staff, as well as mirror the remote work time offered to those covered by the faculty collective bargaining agreement, four non-accruing remote days per fiscal year have been made available to administrative and support staff in Fiscal Year 2023. A Board Policy and Procedure was developed and presented at the March 30, 2023 Board Planning Committee.

Recommendation:

Approve the new Board Policy and Administrative Procedure 3.34 Remote Work that was approved by the Board Planning Committee on March 30, 2023.

KPI 4: Support for Employees

KPI 6: Resource Management

Illinois Valley Community College Board Policy

Subject: **Remote Work**

Effective Date: 04/13/2023

Last Reviewed: 03/30/2023

Number: **3.34**

Last Revised: 03/30/2023

Illinois Valley Community College considers remote work, which involves performing job duties for the College at locations other than at a College facility, subject to the approval of the College Human Resources Department, to be a viable, flexible option for Administration, and full and part time Support Staff when both the employee and the position are suited to the arrangement. Remote work may be suitable for some employees and positions, but not for others.

Illinois Valley Community College Administrative Procedure

Subject: **Remote Work**

Effective Date: 04/13/2023

Last Reviewed: 03/30/2023

Number: **3.34**

Last Revised: 03/30/2023

The Remote Work Procedure is not intended to alter the at-will nature of the employee's employment at the College, if the employee is considered at-will. The procedure to request Remote Work is different from the procedure to request reasonable accommodations under any applicable law, including but not limited to the Americans with Disabilities Act (ADA). An employee requesting to work from home as an ADA accommodation, must contact the Human Resources Department.

1. **APPROVAL AND ELIGIBILITY.** Full and part-time employees not affected by a collective bargaining agreement are eligible to submit for a Remote Work Arrangement. The employee and supervisor, with the assistance of Human Resources, will evaluate the suitability of a position prior to completing a Remote Work Arrangement. The Remote Work Arrangement must be submitted and approved by the Human Resources Department

for a defined period of time prior to time being allotted in the employee's Self-Service. It is not necessary to submit a Remote Work Arrangement for each remote work event unless:

- the employee's position or duties have changed;
- attendance has become a concern;
- performance does not meet expectations; and/or
- the employee has received disciplinary action since the last Remote Work Arrangement was approved.

Following approval of a Remote Work Arrangement, **non-accruing hours** will be allotted as follows:

Full-Time Employees: 32 hours per fiscal year

Part-Time Employees: Prorated each fiscal year based on average hours worked per week compared to a 40-hour work schedule

Prorated Non-Accruing Hours for Part-Time Staff	
Average Weekly Hours	Remote Work Allotment
0 to 10 hours	8 hours
11 to 20 hours	16 hours
20 to 29 hours	24 hours
30 hours+	32 hours

Employees shall request Remote Work time through Self-Service in advance of taking Remote Work time. Supervisors may approve or deny requests at their discretion. *Please refer to the Self-Service Manual for instructions on submitting and/or approving Remote Work time.*

To be eligible:

- The nature of the job does not require the employee's physical presence (e.g. the work of other employees or requires face-to-face contact to provide effective customer service), or when efficiency is not compromised when the employee is not present on campus.
- The change in work location does not impact productivity, customer service, operational efficiency, or team collaboration.
- The employee's performance evaluations indicate performance meets expectations and/or the employee has not received disciplinary action or has a demonstrated attendance problem.

- The employee does not require, in the opinion of the employee's supervisor, close supervision.
- The employee's current assignment does not require frequent supervision, direction or input from others who are on-site.
- The employee has adequate internet and phone service.
- Some or most of the job responsibilities can be performed away from the regular work location.

2. **WORK SCHEDULE.** Employees are to follow supervisor-approved work schedules. The required number of work hours will not change, and employees are responsible for reporting time worked, leave used, and for adhering to the College attendance policies. Final decisions on work schedules are determined by the College Administration.

- Remote work is not to be used in place of sick or annual leave. The employee agrees to using available leave time as appropriate (i.e., personal, vacation, comp, sick) when unable to fulfill their remote work assignment during working hours and agrees to notify their supervisor prior to leave time usage in accordance with College policies and procedures. Employees cannot work from an alternate work location during medical leave without their physician's written authorization.
- The employee agrees to be accessible by phone, video, or other agreed upon method within a reasonable time period during their work schedule and agrees to attend meetings, events, trainings, or conferences as instructed by their supervisor, including but not limited to department/division meetings, special events and College-wide events.

3. **EQUIPMENT.** The College will determine, with information supplied by the employee and the supervisor, the appropriate equipment needs for each Remote Work Arrangement on a case-by-case basis. Human Resources and the IT department will serve as resources in this matter.

- The College reserves the right to make determinations as to appropriate equipment, subject to change at any time.
- Equipment supplied by the College will be used only for business-related work and all tools and resources provided by Illinois Valley Community College shall remain the property of the College at all times. The employee agrees to protect College tools and resources, to indemnify the College regarding employee negligence, and to report theft or damage immediately to their supervisor.

- Equipment supplied by the employee will be maintained by the employee. Illinois Valley Community College accepts no responsibility for damage or repairs to employee-owned equipment.
4. **WORK ENVIRONMENT.** The employee will establish an appropriate environment for work purposes. Illinois Valley Community College will not be responsible for costs associated with initial setup of the employee's Remote Work space such as remodeling, furniture or lighting, nor for repairs or modifications to the Remote Work space or any other additional costs associated directly with the Remote Work assignment.
 5. **SECURITY AND CONFIDENTIALITY.** The employee will be expected to ensure the protection and confidentiality of all college information accessible from their alternate work site. The employee agrees to follow the College's AUP policy.
 6. **INJURIES.** Injuries sustained by the employee while at their Remote Work location and in conjunction with their regular work duties may be covered by the college's workers' compensation program. As such, the employee is required to report any work-related illness or injury to their supervisor immediately and to fill out an accident report as a record of the incident within 24 hours of the event or claim.
 7. **LIABILITY.** Illinois Valley Community College assumes no liability for injuries occurring in the employee's alternate work location workspace outside of work hours. Employees should note that some homeowner policies do not automatically cover injuries arising out of, or relating to, the business use of the home and the employee is responsible for any liability. The College accepts no responsibility whatsoever for the safety, security or suitability of any alternative work site. The College also accepts no responsibility for the personal property of any employee.
 8. **TAX AND OTHER LEGAL IMPLICATIONS.** The employee must determine any tax or legal implications under IRS, state and local government laws, and/or restrictions of working from a home-based office. Responsibility for fulfilling all obligations in this area rests solely with the employee.
 9. **EVALUATION.** Evaluation of Remote Work performance will be consistent with that received by employees working at the office in both content and frequency. An employee's failure to fulfill work will result in the termination of the employee's Remote Work eligibility.
 10. **COMMUNICATION PLAN.** Employees working in a remote location must maintain an appropriate level of communication to ensure accessibility to students and other College personnel. Employees are expected to consult with their supervisor through mutually-agreed mode(s) of communication. This information may be transmitted in advance of a Remote Work Day via email. Completion of work, at a level of detail and thoroughness

consistent with employees working at the office or in a manner and frequency that is appropriate of the job and the individuals involved is expected.

11. **OVERTIME.** An employee who is not exempt from the overtime requirement of the Fair Labor Standards Act will be required to record all hours worked in Self-Service; no different than when working on-campus. Overtime worked during remote work schedules will be treated no differently than when on campus. Supervisors must provide advance approval of any overtime. Failure to do so may result in termination of the Remote Work Arrangement and/or disciplinary action.
12. **CHILD CARE/ELDER CARE.** Remote Work assignments are NOT designed to be a replacement for appropriate child care or elder care. Remote Work (telecommuting) is not a substitute for these situations. Prospective employees are encouraged to discuss expectation of Remote Work from home with family members. If an employee is actively caring for a child or family member, that time is not considered work time; appropriate leave should be used during those times.
13. **AUTHORIZED CLOSINGS.** Authorized closings will apply to Remote Work individual as he/she will be unable to remain in contact with supervisor and co-workers. Essential employees are the exception and will be notified of their essential assignment.
14. **ADDITIONAL COMPENSATION.** Salary and benefits will not be affected by Remote Work. There shall be no additional pay for Remote Work. Nor shall mileage be paid for transportation between an employee's location and Illinois Valley Community College campuses. If an employee requests Remote Work there will be no reimbursement for internet or other Remote Work-related expenses.
15. **TERMINATION OF AGREEMENT.** The availability of the Remote Work Arrangement as a flexible work arrangement for employees of Illinois Valley Community College can be discontinued at any time at the discretion of the employee or employer.

Other Policies

Use of Campus and Network Computing Resources (Board Policy 5.4)

Forms

Remote Work Arrangement (attached)



ILLINOIS VALLEY COMMUNITY COLLEGE

Remote Work Arrangement

Date: __/__/__

Staff Name:

Status:

Part-Time Full-Time

FLSA:

Non-Exempt

Exempt

Position / Title:

Department:

Staff:

1. I have read the Remote Work Policy and Administrative Procedure, and understand my responsibilities as outlined in the Policy. I am requesting my position be considered for occasional remote work.
2. If approved, I understand that a Remote Work Bank will be established in Self-Service with non-accruing hours for use on a fiscal year basis. I further understand these hours will not carry over from year-to-year, and unused remote work hours will be forfeited at the end of each fiscal year. I understand that I will be required to submit a request in advance for each remote work situation in Self-Service where my supervisor will either approve or deny the request.
3. Duties and assignments will be discussed with my supervisor in advance of each remote work situation. I understand effective communication and satisfactory completion of these duties and assignments are key to a successful and sustainable Remote Work Arrangement.
4. I understand and agree that I will meet all expectations such as performing essential duties effectively and accurately, maintaining appropriate work hours and accessibility to students and other College personnel, reporting hours worked and leave taken, and consult with my supervisor through mutually agreed-upon mode(s) of communication.
5. I am responsible for furnishing and maintaining my remote work site. Illinois Valley Community College (IVCC) assumes no responsibility for any operating costs associated with staff using a personal residence as an alternate work site. Injuries sustained while at an alternate work location and in conjunction with regular work duties may be covered by IVCC's workers' compensation program. The college assumes no liability for injuries occurring in the alternate work location workspace outside of work hours. The college accepts no responsibility whatsoever for the safety, security or suitability of any alternative work site. The College also accepts no responsibility for personal property.

6. IVCC will determine the appropriate equipment on a case-by-case basis, subject to change at any time. Equipment supplied by IVCC will be used only for business-related work. Equipment supplied by the employee will be maintained by the employee. The college accepts no responsibility for damage or repairs to employee-owned equipment.
7. I will adhere to all established standards and protocols related to information protection and security according to IVCC policies.
8. I will notify my manager promptly when I am unable to perform work assignments due to equipment failure, illness or other circumstances.
9. Remote work is not a substitute for dependent child or adult care. I understand and agree that remote work is not a substitute for paid time off (e.g., vacation/PTO, sick, holiday pay, or other types of leave).
10. Remote work hours will be treated no differently than when on campus. I am required to record my hours in my electronic timecard in Self-Service. Supervisors must provide advance approval of any overtime. Failure to do so may result in termination of the Remote Work Arrangement and/or disciplinary action.
11. I understand it is my responsibility to determine any tax or legal implications under IRS, state and local government laws, and/or restrictions of working from a home-based office.
12. Authorized closings will apply to remote work except in the case of essential employees who will be notified of their essential assignment.
13. This Remote Work Arrangement is not a contract of employment, nor does it provide any contractual rights to continued employment. It does not alter or supersede the terms of the existing employment relationship.
14. I understand my Remote Work Arrangement can be terminated at the discretion of my supervisor.

I have read and understand the above expectations relating to this Remote Work Arrangement.

Employee Signature:	Date:
---------------------	-------

Supervisor:

I have evaluated the suitability of this position for a Remote Work Arrangement. I will monitor for reasonable productivity.

Remote Work Arrangement: Approved Not Approved

Supervisor Signature:	Date:
-----------------------	-------

Return Completed Form to Human Resources

Staff Resignation – Dr. Matt Seaton –Vice President for Business Services and Finance

Dr. Matt Seaton, Vice President for Business Services and Finance, has submitted a notice of resignation effective May 1, 2023.

Recommendation:

Accept with regret the resignation of Dr. Matt Seaton, Vice President for Business Services and Finance effective May 1, 2023.

KPI 4: Support for Employees



ILLINOIS VALLEY
COMMUNITY COLLEGE

Business Services and Finance
Office of the Vice President
(815) 224-0419

March 31, 2023

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

Dear Dr. Corcoran,

Please accept this letter as my resignation from Illinois Valley Community College effective May 1, 2023. I have been offered and have accepted a new position with the Illinois State Board of Education.

My last day on-site will be April 14, 2023, and I will use my accrued vacation time for the subsequent weeks up to May 1.

It has been a true honor to serve the students and communities of the Illinois Valley. I will remain open to helping as a resource as needed to ensure a smooth transition.

Sincerely,

Dr. Matt Seaton
Vice President for Business Services and Finance
Illinois Valley Community College
Matt_Seaton@IVCC.edu

cc:
re:

Board Travel

Per the Illinois Community College Act (50 ILCS 150/15), travel expenses for any member of the Board of Trustees must be approved by a roll-call vote during an open meeting of the Board of Trustees.

As the Board ICCTA Representative, Ms. Goetz incurred expenses of \$111.35 to attend the ICCTA Seminar and Meeting on March 10 and 11, 2023 in Lombard, Illinois.

Recommendation:

The administration recommends approval for reimbursement of expenses in the amount of \$111.35 incurred by Ms. Goetz for attending the ICCTA Seminar and Meeting March 2023.

KPI 6: Resource Management

New Agriculture Facility Construction Cost

The administration, faculty, and architects have begun working on the initial design phases for the new Agriculture facility which will be partially funded with a \$3.5 million Federal Economic Development Administration (EDA) Grant.

When the grant was written, the estimated cost of the structure and site work was \$4,612,084. This figure was based on construction costs from early 2022 for the structure which will be about 6,800 square feet.

As the time has passed, construction costs have risen significantly and contractors are becoming very busy. Our architect advises that in some circumstances, he has seen an increase of 30% or more in costs for projects of this nature.

This information item is to inform the Board of this development. The estimate to complete the same 6,800 square foot project may come in as high as \$6 million. The College has adequate resources to cover the difference and will continue with the development of the project while looking for any and all efficiencies along the way to save funds whenever possible.

LETTER OF AGREEMENT

2023-01

FMLA Language

Community College District 513 (the College) and the American Federation of Teachers Local 1810 (the Federation) agree to add the sentence "Time spent on FMLA shall be credited toward salary increment, overload, and seniority as time spent in full-time service" to Article VII Section D: "Family and Medical Leave Act" of the current Four Year Agreement (the "Contract") so that the complete "Family and Medical Leave Act Section" reads as follows:

The College agrees to comply with the Family and Medical Leave Act of 1993 (FMLA) and the rules and regulations issued in conjunction therewith. The College may adopt such policies as may be necessary or appropriate to implement the Family and Medical Leave Act of 1993 and the rules and regulations issued in conjunction therewith. Any such policy will not be deemed to be in violation of this provision if it is mandated or legally permitted by the FMLA and the rules and regulations issued in conjunction therewith, except that the College will permit any faculty member who requests FMLA leave for purposes of childbirth to designate up to six weeks of that leave as medical leave without the necessity of providing medical documentation of a serious health condition during that period. Time spent on FMLA shall be credited toward salary increment, overload, and seniority as time spent in full-time service.

AMERICAN FEDERATION OF
TEACHERS LOCAL 1810

PRESIDENT
COMMUNITY COLLEGE DISTRICT 513

By: Tracy D. Lee

By: July Coronado

Date: 3/15/2023

Date: 3/15/2023

RECOMMENDED FOR STAFF APPOINTMENT
2022-2023

GENERAL INFORMATION:

POSITION TO BE FILLED:	IT Infrastructure Operations Engineer
NUMBER OF APPLICANTS:	3
NUMBER OF APPLICANTS INTERVIEWED:	3
APPLICANTS INTERVIEWED BY:	Director of Information Technology Services, IT Infrastructure Operations Manager, IT Infrastructure Operations Engineer, and Instructional Technology Systems Coordinator

APPLICANT RECOMMENDED:

Eric Peterson

EDUCATIONAL PREPARATION:

- Judson University, Elgin, IL – Bachelor of Arts – Information Technology

EXPERIENCE:

- Collegis, LLC, Oak Brook, IL – Senior Manager, IT
- Rasmussen University, Oak Brook, IL – IT Support Specialist
- NAB Conference, Oakbrook Terrace, IL – Director of IT and Facilities

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

1. Experience that will allow the candidate to contribute immediately, while furthering knowledge and skillset on the job.
2. Extremely knowledgeable about all technologies in our environment.
3. Excellent communication skills.
4. Portrayed personality that will be an asset to the department and college environment.

RECOMMENDED SALARY: \$68,000 annualized; effective 04/03/2023

Mary Beth Herron
Director of Human Resources



Cynthia Cardosi, Counselor
Project Success
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348
815.224.0592

Mr. Chris Herman
IVCC Project Success
815 N. Orlando Smith Road
Oglesby, IL 61348

31 March 2023

Dear Chris,

Please accept this letter as my official notice of retirement on 1 July 2023 with my last day of duties on Friday, 30 June 2023.

It has been a pleasure and privilege to serve IVCC these past years especially Project Success and its students. It will be difficult to walk away from this program, as I am leaving a great group of friends behind as well as wonderful students, past and present, who have touched my life. It has been a wonderful career here. I thank you, our staff, students, and all of the other counselors, staff, faculty and administrators for the opportunity afforded me to learn and grow at IVCC.

I walk away with many friendships and fond memories of IVCC. I will miss my IVCC family and friends who make this college a great place to work. You will forever be a part of me.

I wish everyone continued success and enjoyment in loving what you do!

With some tears and much gratitude,

Cynthia Cardosi, PhD
Project Success Counselor

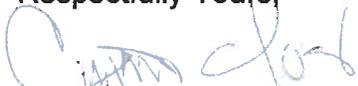
7 March 2023

Dear Board of Trustees,

Thank you for approving my participation in the Retirement Planning Program that you offered to employees of IVCC in 2022. I am truly grateful for this initiative this year, my last year of fulltime service to IVCC. It has been a pleasure working here.

This incentive is genuinely valued. Thanks again for all your support over the years.

Respectfully Yours,



Cynthia Cardosi, PhD
Project Success Counselor

RECEIVING

MAR - 7 2023

HUMAN RESOURCES

March 23, 2023

Mr. Mark Grzybowski
Vice-President for Student Services
Illinois Valley Community College
815 N. Orlando Smith Rd.
Oglesby, IL 61348

Dear Mark:

Please accept this letter as my formal notice of retirement from IVCC. My last date of work will be December 31, 2023 with my first date of retirement, January 1, 2024.

I would like to thank the college for all of the support and opportunities that I have had over the years. I also would like to thank those responsible for the retirement incentive that I was able to receive.

There are many amazing people who work here at the college and I have been fortunate to work with some of them. They have enriched my time here and have become more than co-workers, they have become friends.

Sincerely,



Karen Gregorich
Credentials & Curriculum Coordinator

RECEIVING

MAR 27 2023

HUMAN RESOURCES

March 9, 2023

HR/Jeannette Phalen

Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348

HR / Jeannette,

I am writing to let you know that I have decided to retire. This has not been an easy decision to make because I sincerely love my job here at the Ottawa Center as Information Specialist and all the people.

I have thought about this for quite a while now and I have spoken with Jeannette and she knows more of the specifics and the reasons I feel that I should retire.

Thank you, Jeannette, for all the support you have given me over the past 10-plus years. You have been a wonderful supervisor, thank you I appreciate you!

I have enjoyed working here at the Ottawa Center, all of the students, staff, and faculty have been wonderful, and it has been a great experience.

I feel blessed and want to express my gratitude to everyone here at Ottawa Center and everyone on the main campus.

My last day of work will be **Wednesday, March 15th, 2023.**

Sincerely,

Lori Carbone

Taylor Burden

From: Tracie Klieber
Sent: Friday, March 17, 2023 3:29 PM
To: Jennifer Scheri
Cc: Taylor Burden; Kim Koehler; Tony Ruda
Subject: Retirement

Dear Jennifer:

This letter is to inform you that I will be retiring as a Staff/Fitness Instructor at IVCC effective May 2, 2023

I would like you to know I have enjoyed my time here working with IVCC Professionals. I deeply appreciate the opportunity given by IVCC personnel Tony Ruda and Kim Koehler. Tony chose to hire me in the fitness center and Kim contacted me to begin instructing fitness classes for the Continuing Education Program. I would also like to acknowledge and thank IVCC professionals Sue Harding, Jennifer Scheri, Gary Talski, and all those in the CED who took the time to make my classes successful. It has been my pleasure to serve the students, faculty, staff, and community members. I have immensely enjoyed meeting wonderful, kind, and caring people throughout my years at IVCC and made some good friends as well. I loved working in the fitness center. If the fitness center in the future were to be staffed, I would definitely like the offer to be a part of it again.

I am deeply grateful for the opportunities given to me by IVCC. I have enjoyed and appreciated my time here.

Please inform me if there is any other correspondence needed or required.

Sincerely,

Staff/Fitness Instructor
Tracie Klieber

RECEIVING

MAR 17 2023

HUMAN RESOURCES

From: Jason Goode <jason_goode@ivcc.edu>
Sent: Monday, April 3, 2023 11:01 AM
To: Cory Tomasson <cory_tomasson@ivcc.edu>
Cc: Sue Harding <sue_harding@ivcc.edu>
Subject: Thank You !!

Morning Guys, I'm writing to let you know that I am retiring from coaching and therefore stepping down as Head Mens Baseball coach. I'm sure it comes as little surprise at this point, but I no longer have the time to effectively do the job, and that's probably been true for some time. I've been honored to be part of the IVCC family and have felt nothing but supported every day for my nearly 10 years on the job. Over that time I've watched a number of coaches come and go, and haven't always loved how they have left, I care far too much for the college and this job to walk away without a succession plan in place, and that plan is Nick Harsted...

I believe he should be named the Interim Head Coach, so you can use the last 6 weeks of the season to see what I already know, and that is that he is a future coaching star, and someone who exemplifies all the core values that IVCC stands for, and Cory I know you thought it might not be fair to leave the team mid season, if you saw what I did in Myrtle Beach, you would realize it's not fair for me to stay, he is the coach the players confide in, believe in, and follow. He's spent the last 2 years, building relationships in the college and establishing connections throughout the region. And he's more than just the guy who happens to be there when the head coach steps down, he's the right coach for the job and I believe a long-term solution. As a former player he has the knowledge, as an IVCC alumni he understands and appreciates the importance/value this school provides within our community, and as a self-employed business owner, he has the time to do the job thoroughly and effectively. This is also the model successful programs like Black Hawk, Carl Sandburg, and College of Dupage are following, by getting a young former player/alum to lead their programs
It's my understanding that Lenny would like to remain on as Assistant Coach and then would transition into a Volunteer Assistant next year if Nick is hired.

Thanks again for everything, my family and I have been so proud to be associated with the IVCC family, I should be able to close out everything this week, there is one order for baseballs out pending with the Locker Room,,and I can be in next week to turn my Keys in to Sue

Jason

From: Russel Deverteuil
Sent: Friday, March 17, 2023 3:00 PM
To: Chris Herman <Chris_Herman@ivcc.edu>
Subject:

CAUTION: EXTERNAL EMAIL

Do not click links or open attachments unless you recognize and trust the sender's email address.

IVCC IT
3/17/23

Dear Coach Herman,

I'm writing to inform you that I won't be returning as Assistant Basketball Coach next season. As you know, the family is relocating to Michigan. I wanted to let you know how much I appreciate you giving me the opportunity to coach College Basketball. It was an amazing learning experience for me and I will forever be grateful for that.

I wish you and all the kids the best as we all move forward with our endeavors.

Forever thankful,
Russel DeVerteuil

[Sent from Yahoo Mail for iPad](#)

From: [Audrey Moreno](#)
To: [Thomas Nestler](#)
Cc: [Shane Lange](#); [Kim Herout](#); [Mary Beth Herron](#)
Subject: TDT
Date: Monday, March 27, 2023 2:37:18 PM
Attachments: [Audrey Moreno 3.27.23.docx](#)
[image003.png](#)

Attached you will find my resignation.

Thank you.



Audrey Moreno
Administrative Assistant Truck
Driver Training

Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348-9692
Phone: 815-224-0265
www.ivcc.edu

March 27, 2023

I, Audrey Moreno, am formally resigning from my position as Administrative Assistant, East Campus. This resignation is effective immediately and my last day at IVCC will be April 6, 2023. I have gained new skills and have enjoyed my time with my co-workers and students here at IVCC.

Audrey Moreno

From: Tara Balensiefen
Sent: Monday, February 27, 2023 1:34 PM
To: Christine Blaydes <christine_blaydes@ivcc.edu>
Subject: My Resignation

CAUTION: EXTERNAL EMAIL

Do not click links or open attachments unless you recognize and trust the sender's email address.

IVCC IT

Hi Chris,

I would like to submit my official resignation to be effective after clinic is finished on 3/1/23.

I've enjoyed my time with the students and thank you for the opportunity.

Tara M. Balensiefen, RN, BSN

14797 N 350th Avenue
McNabb, Illinois 61335
April 5, 2023

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

Dear President Corcoran:

My purpose in writing is to inform you of my intention to retire from my position at Illinois Valley Community as the Assistant to the President for Special Projects effective June 30, 2023.

I will take with me a new appreciation for the value of a community college education gained during my more than fourteen years of association with IVCC. I arrived at IVCC knowing little about “junior colleges”, being from a family with three generations of University of Illinois alumni, actually now four generations with both of my daughters having earned bachelor’s and master’s degrees from Illinois.

It is now clear to me that community colleges have an essential role to play when it comes to present day post-secondary educational opportunities. Community colleges are flexible enough to quickly respond to the needs of the communities they represent, providing affordable and very meaningful educational and training options to students from all walks of life.

Speaking of responding to communities in the IVCC District, I am especially pleased to have had the opportunity to participate in the renewal of the IVCC Agriculture program. With agriculture being the largest industry in the IVCC District and America bearing the responsibility of leading the effort to feed the world of the future, I expect IVCC Ag to continue to flourish.

I am also grateful to have had the chance to play a role in the success of the first IVCC capital campaign which raised the funds needed to install cutting-edge educational technology in the classrooms of the new Peter Miller Community Technology Center.

Most importantly, though, is my opportunity over the past fourteen years to work with so many talented people at IVCC, all committed to both serving students as well as to the success of the College’s Mission.

This certainly includes the opportunity to work closely with you during almost the entirety of your IVCC Presidency as you dealt with severe and unprecedented challenges. Nevertheless, you will be leaving Illinois Valley Community College much better suited to effectively provide life-changing educations to our community’s students.

I am proud to have been a part of this effort.

Sincerely,

Reed Wilson



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

March 23, 2023

Illinois Community College Trustees Association
401 E. Capitol, Suite 200
Springfield, IL 62701-1711

Re: Illinois Community College Trustees Association's Outstanding Faculty Member Award

Dear ICCTA Awards Committee:

LeeAnn Johnson, Illinois Valley Community College Natural Science laboratory instructor, was selected by colleagues this spring as the winner of the prestigious Stephen Charry Memorial Award for Teaching Excellence.

LeeAnn has taught general and majors biology labs at IVCC since 1992. She has also taught anatomy labs and seminars and microbiology lectures, labs and seminars.

Isabella Lambert, biology lab student worker and one of three students to nominate LeeAnn for the Charry award, said she has learned much from Mrs. Johnson.

"I have learned how to make bacteria cultures, use an autoclave, prepare for labs, and much more. Mrs. Johnson uses every aspect of the lab as a teaching opportunity. She makes learning fun, is approachable and extremely knowledgeable," Lambert said.

As a state and federally licensed wildlife rehabilitator, she has led IVCC's renowned Raptor Rehabilitation Program for three decades and helped save more than 1,000 animals including Red-tailed Hawk, Bald Eagle, American Kestrel, Cooper's Hawk and Great Horned, Barred and Screech owls.

"She answers the call for injured raptors," nominator Eliza Atkinson said.

On behalf of the IVCC Board of Trustees, I eagerly recommend LeeAnn Johnson for the 2023 Illinois Community College Trustees Association Outstanding Faculty Member Award.

Sincerely,

A handwritten signature in black ink that reads "Everett Solon".

Everett Solon
Chair
Illinois Valley Community College Board of Trustees



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

March 23, 2023

Illinois Community College Trustees Association
401 E. Capitol, Suite 200
Springfield, IL 62701-1711

Re: Illinois Community College Trustees Association Outstanding Adjunct Faculty Member Award

Dear ICCTA Awards Committee:

Illinois Valley Community College criminal justice instructor Kevin Hermes was selected by colleagues as the 2023 Outstanding Part-Time Faculty Award winner.

Kevin came to IVCC in 2018 as criminal justice program coordinator following 31 years as a police officer/sergeant.

He brings that vast policing experience to IVCC courses such as Introduction to Criminal Justice, Corrections in America, Criminal Investigations, Criminal Law, Evidence and Criminal Procedures, Criminology, Issues in Criminal Justice and Ethics in Criminal Justice.

He was nominated for the IVCC award by student Elizabeth Bradley who wrote, "When Mr. Hermes responds to us, he adds useful lessons that are not anywhere in the book because they're usually life lessons from his own experiences. I have never had more respect for a teacher/professor in my life."

An innovative program coordinator, he created IVCC's first online criminal justice courses, was the first to bring criminal justice courses to the Ottawa Center and implemented a program offering police officers 9 credit hours toward a degree for completing police academy.

On behalf of the IVCC Board of Trustees, I enthusiastically recommend Kevin Hermes for the 2023 Illinois Community College Trustees Association Outstanding Adjunct Faculty Member Award.

Sincerely,

A handwritten signature in black ink that reads "Everett Solon".

Everett Solon

Chair

Illinois Valley Community College Board of Trustees



Robbins Schwartz
One Team. Making Your Mission Ours.

November 30, 2022

The Decennial Committees on Local Government Efficiency Act adds to the "To Do" list for many units of local government

On June 10, 2022, the Decennial Committees on Local Government Efficiency Act (the "Act") was signed into law by Illinois Governor J.B. Pritzker (P.A. 102-1088). The Act requires all units of local government that may levy a tax, except municipalities and counties, to convene a committee to "study local efficiencies and report recommendations regarding efficiencies and increased accountability." Since school districts are not "units of local government" under the Illinois Constitution (See Article VII, Sec. 1) and the Illinois Statute on Statutes (5 ILCS 70/1.28), the part of the Act requiring committee formation is not applicable to them.

The committee must be comprised of: (1) the elected/appointed members of the unit of local government's governing board; (2) at least two individuals who reside in the unit of local government's district; and (3) the unit of local government's chief executive officer (or other officer). Importantly, the committee must be formed by the unit of local government by June 10, 2023.

The Act requires the committee to meet at least three times. The committee may meet during a regularly scheduled board meeting, so long as: (1) a separate notice for the committee meeting is given in accordance with the Open Meetings Act; (2) the committee meeting is listed as part of the board's agenda; and (3) at least a majority of the members of the committee are present at the meeting. In addition, the Act requires the committee to allow for public comment lasting at least three minutes per speaker. Furthermore, the Act requires the committee to survey the residents who attended the meeting and request their input regarding the issues discussed at the meeting.

Finally, the committee must summarize its findings in a written report and provide the report to the county board for the county in which the unit of local government is located.

Public Act 102-1088 also amended Section 17-1-1 of the School Code to require each school district to approve the annual State Board of Education report regarding improving fiscal efficiency through shared services or outsourcing at an open meeting with an opportunity for public comment, in accordance with the Open Meetings Act. In addition, the school district must also publish the report on the school district's website.

If you have any questions about the Act or any other matter, please do not hesitate to contact a Robbins Schwartz attorney.

Chicago | Champaign | Collinsville | Lisle | Rockford



www.robbsins-schwartz.com



Law Alert is published periodically by Robbins Schwartz. Although the information contained in this *Law Alert* is considered accurate, it is not, nor should it be construed to be, legal advice. If you have an individual situation which involves a topic addressed in this publication, please seek a legal opinion that is based upon the facts in your specific case.

Questions and comments about this publication should be directed to: Law Alert Editor | Robbins Schwartz | 55 West Monroe Street | Suite 800 | Chicago, Illinois 60603 | 312.392.7760 | mguevara@robbsins-schwartz.com.

Robbins Schwartz | 55 W Monroe Street, Suite 800, Chicago, IL 60603

Decennial Committees on Local Government Efficiency Act Eff. 6/1/22

On June 10, 2022, the Decennial Committees on Local Government Efficiency Act (the "Act") was signed into law by Illinois Governor J.B. Pritzker (P.A. 102-1088).

The Act requires all units of local government that may levy a tax, except municipalities and counties, to convene a committee to "study local efficiencies and report recommendations regarding efficiencies and increased accountability."

 **Robbins Schwartz**
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Page 2 of 3

Decennial Committees on Local Government Efficiency Act

- The committee must be formed by June 10, 2023, and be comprised of: (1) the elected/appointed members of the unit of local government's governing board; (2) at least two individuals who reside in the unit of local government's district; and (3) the unit of local government's chief executive officer (or another officer).
- The Act requires the committee to meet at least 3 times. The committee may meet during a regularly scheduled board meeting, so long as: (1) a separate notice for the committee meeting is given in accordance with the Open Meetings Act; (2) the committee meeting is listed as part of the board's agenda; and (3) at least a majority of the members of the committee are present at the meeting.
- In addition, the Act requires the committee to allow for public comment lasting at least three (3) minutes per speaker.
- Furthermore, the Act requires the committee to survey the residents who attended the meeting and request their input regarding the issues discussed at the meeting.

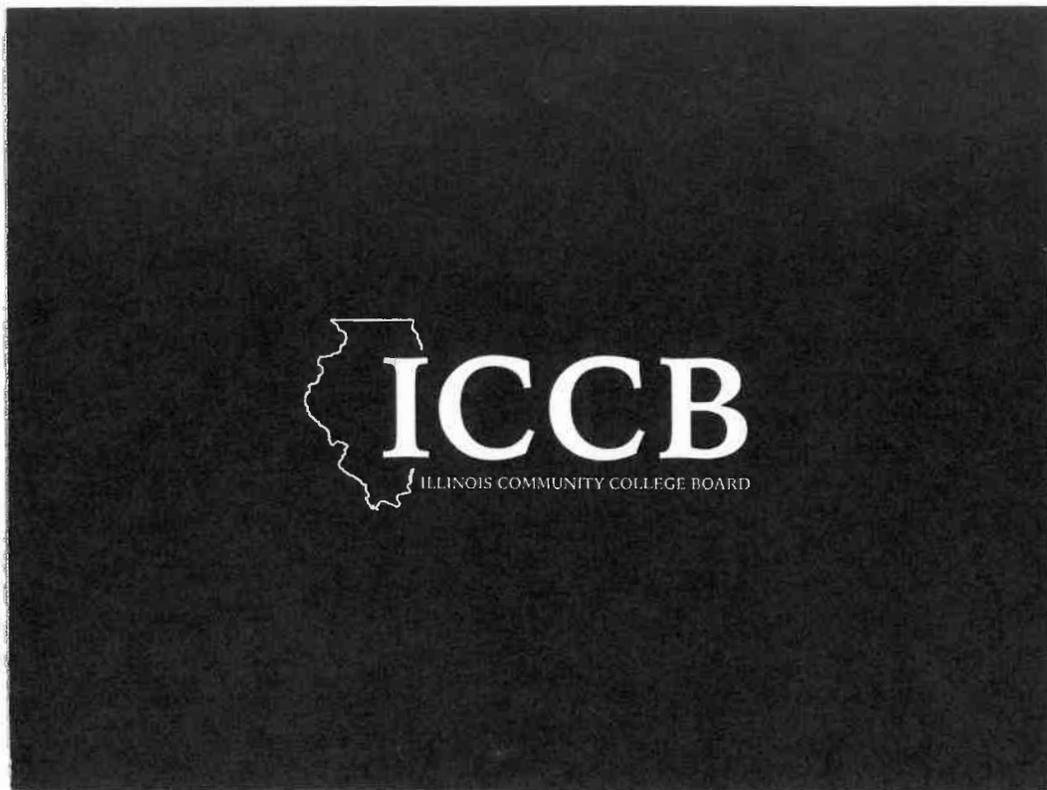
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Page 3 of 3

Decennial Committees on Local Government Efficiency Act

- Finally, the committee must summarize its findings in a written report and provide the report to the county board for the county in which the unit of local government is located within eighteen months of the formation of the committee.
- In the report, the committee must include its recommendations regarding increased accountability and efficiency.
- Once the committee has written the required report and sent it to the county board, the committee is dissolved.
- However, the Act requires the unit of local government to appoint a new committee and repeat the process outlined above every ten (10) years.





Jerry,
Thanks so much to
you and your team for working
the boxes & for the Fabulous job
The passion amongst your folks
was evident.
A special thank you to
Judy for all her help!
Brian +
Team

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.